

Seasonal Team Member Handbook 2024



This company policy and procedures handbook is intended to provide information about BRTX, LLC in an understandable manner. Its intention is not necessarily to serve as a full explanation of employer rights and obligations, nor does it create any contractual agreement of any kind between you and the Company. The information and policies in this policy guide supersede all previous printed policy guides and or verbal policies pertaining to the same subject matter. Where plan benefits or governmental requirements are discussed, then the specific terms contained in the summary plan description, plan documents or governmental regulations take precedence over the terms in this policy guide. BRTX, LLC reserves the right to modify, delete, or add to the policies described in this policy and procedures handbook at any time without prior notification.

BRTX, LLC also reserves the right to change or modify the terms of available fringe benefits of BRTX, LLC employees at any time without prior notice, to the extent allowed by law, and reserves the discretionary authority to interpret all provisions of this manual and available fringe benefits. From time to time, you may receive updated information or policies concerning changes.

As a part of your employment and training program, you are required to read this policy and procedures handbook and sign the receipt form. By doing so, you are acknowledging you have received and read the policy and procedures handbook. Your continued employment is contingent on your signing the acknowledgement of this policy and procedures handbook.

If you have any questions about the Company's policies or procedures, please see the Human Resources Department.

EMPLOYMENT

BRTX, LLC is an equal opportunity employer and makes decisions based on merit. It is the policy of the company to make all employment decisions disregarding an individual's race, color, national origin, sexual orientation, religion, sex or age. Decisions concerning employment are based on the individual's qualifications as they relate to the requirements of the position under consideration. Our company is committed to following these laws in all respects.

Please consult with the Human Resources Department whenever you have a question concerning the company's commitment or compliance with these laws. To comply with the applicant laws ensuring equal employment opportunities to qualified individuals with a disability, BRTX, LLC will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or a Team Member, unless undue hardship would result.

All employment at BRTX, LLC is employment-at-will, meaning that Team Members or the company may terminate the employment relationship at any time, with or without cause or advanced notice. The at-will nature of the employment relationship may be changed only by a written agreement that is signed by the Team Member and the General Manager. BRTX, LLC will not be bound by any representations, whether expressed or implied, that are inconsistent with the at-will nature of the employment relationship.

Contents

TEAM MEMBER PERKS.....	6
HAPPY TO HELP!.....	8
ATTENDANCE & EMPLOYMENT	9
PAID TIME-OFF.....	10
EMPLOYMENT AT WILL.....	11
AMERICANS WITH DISABILITIES ACT	12
ELIMINATING COVID HAZARD.....	13
IMMIGRATION AND EMPLOYMENT.....	14
ANTI-NEPOTISM	15
COMPENSATION AND EMPLOYMENT VERIFICATION.....	16
GARNISHMENTS AND LEVIES	17
TEAM MEMBER RECORDS.....	18
CHILD LABOR LAWS.....	19
FAMILY MEDICAL LEAVE ACT	20
IMAGE AND GROOMING.....	21
DRESS CODE	22
GROOMING STANDARDS	24
GUEST RELATIONS.....	25
TEAM MEMBER GRIEVANCES	26
SUGGESTIONS AND COMPLAINTS	27
EQUAL OPPORTUNITY.....	28
CODE OF CONDUCT.....	29
CODE OF ETHICS.....	31
SOCIALIZING	32
SOLICITATION.....	33
TEAM MEMBERS USE OF PARK FACILITIES	34
DISCRIMINATION AND HARASSMENT	35
VIOLENCE IN THE WORKPLACE.....	37
SUBSTANCE ABUSE	38
PAYROLL, TIME KEEPING, AND BREAKS	43
TEAM MEMBER ENVIRONMENT.....	45
TEAM MEMBER ON-LINE SELF SERVICE RESOURCES.....	Error! Bookmark not defined.
TOTAL SAFETY	48
RESTRICTED AREAS	50

WORKING OUTDOORS	51
COMPANY VEHICLES	54
HAZARD COMMUNICATION.....	55
SAFETY DATA SHEETS.....	56
SAFETY DATA.....	57
PERSONAL PROTECTIVE EQUIPMENT	59
FIRE EXTINGUISHERS.....	60
EMERGENCY PREPAREDNESS & EVACUATIONS	61
WORKERS COMPENSATION	64
SECURITY	65
LOSS PREVENTION	66
SEARCHES.....	68
COMMUNICATION	69
CONFIDENTIALITY	70
CASH HANDLING	71
ELECTRONIC INFORMATION	73
COMPUTERS.....	74
MEDIA RELATIONS	76
DISCIPLINARY ACTION.....	77
POINT SYSTEM	78
SEPARATION OF EMPLOYMENT.....	79
DISCLAIMER.....	80
RECEIPT OF TEAM MEMBER HANDBOOK & EMPLOYMENT-AT-WILL STATEMENT	81

INTRODUCTION

The purpose of this Team Member Handbook is to clearly define the opportunities and responsibilities of working for BRTX, LLC ("BRTX" or the "Company"). These policies apply to all Full Time Team Members of BRTX, LLC, and its' subsidiaries. The policies contained in this Handbook form the foundation of expectations regarding employment. It is the responsibility of each Team Member to carefully read the Handbook and acknowledge in writing that they have received and understood it. Team Members are encouraged to direct any questions they may have to their supervisor, manager or the Human Resources Department.

Nothing in this Handbook or in any supporting documents constitutes a contract of employment with the Company or any related or affiliated entity or otherwise alters the at-will status of your employment. BRTX reserves the right to supplement, modify, or abolish any personnel policy, practice, manual or Handbook with or without notice to Team Members and at its' discretion. This Handbook supersedes all previous Team Member policies and handbook procedures. Compliance with the policies and procedures contained herein are a condition of your continued employment.

Unless otherwise notified in writing, ALL Team Members are regarded as seasonal Team Members, and should have an expectation that employment will terminate at the completion of the season. This does not preclude a Team Member from reinstatement nor is it regarded as a negative employment history.

THIS POLICY GUIDE WAS UPDATED ON JANUARY OF 2024
UPDATES WILL BE AVAILABLE ONLINE WHICH SHOULD BE REVIEWED REGULARLY

MISSION STATEMENT

We believe in serving our community by providing Memorable Experiences through Safe, Fun and Exciting Activities with Unique Educational Encounters.

FOUNDATIONAL VALUES

Our 5 foundational values are what guide our park and influence our decisions. These along with our mission statement are our guiding principles that help our team work better together towards common goals.

- I Safety First: Every action we take is with the intention of ensuring a safe environment for everyone involved.
- II Embrace Fun: We believe in fostering a positive and enjoyable atmosphere where creativity and innovation thrive.
- III Respect for All: We celebrate diversity and value the unique perspectives and contributions of each person, fostering a culture of inclusivity and belonging.
- IV Continuous Learning: We embrace challenges as opportunities to learn and improve, staying curious, adaptable, and open-minded in the face of change.
- V Accountability Matters: We honor our commitments to each other, our team, our guests and our community. We take ownership of our responsibilities, follow through on our commitments, and strive for excellence in everything we do.

TEAM MEMBER PERKS

Being a Team Member of Big Rivers Waterpark & Adventures has perks!

Eligibility requirements:

- Begins 15 days after first day of service
- Must be in good standing within the company and specific department
- Must have worked within the month utilizing park discount
- Must present valid Team Member ID
- Must be actively employed to receive ANY Team Member Perks

Free Admission:

Active Team Members receive free admission into Big Rivers Waterpark and Adventures (restrictions apply). *Free Admission is only available during normal operating calendar hours and days.

Season Passes:

20% off Season Passes are available to active team members (limit 5).

General Admission Tickets for Friends & Family:

Team Members receive 50% off tickets for friends and family. Team Member must be present and show Team Member Badge at Ticketing Window.

Aerial Attractions:

Active Team Members receive free access to all aerial attractions when available.

Birthday Party Packages:

20% off birthday party packages and events are available to active Team Members (same household).

Retail Shops:

Active Team Members receive 20% off non-discounted merchandise (must present valid Team Member ID).

Food & Beverage:

Active Team Members receive 25% off food and non-alcoholic beverages. During a scheduled shift, \$6 meals will be available to Team Members exclusively (Must present valid Team Member ID).

Incentives:

Throughout the summer season there will be many opportunities to obtain Team Member incentives, including but not limited to various gift-cards, coupons and discounts for businesses around the Houston area. Other benefits include:

- End of the Summer Season Team Member Bash
- End of the Summer Season T-shirt

HAPPY TO HELP!



Happy to Help! is the Big Rivers Waterpark and Adventures Team Member response to “thank you.” If a guest is appreciative of your efforts, they will usually say “Thank You”. “**Happy to Help!**” will be used in lieu of the more common responses of “you’re welcome”, “no problem”, “sure”, “any time”, etc.

At our park, we are appreciative that guests have given us the opportunity to entertain them and foster memories. To emphasize this, Team Members’ response of “**Happy to Help!**” will let every guest know that we appreciate their decision to spend their precious time and money with us. Every opportunity to solve a problem, create a memory, or make a moment special, should be followed with “**Happy to Help!**” Team Members are always expected to be ready to reply, “**Happy to Help!**” and encourage other Team Members to do so as well.

Part of the emphasis on **Happy to Help!** is our participation in assisting in the needs of its Team Members and the surrounding community. Team Members are provided the opportunity to assist co-workers and others by identifying needs and possible solutions that Big Rivers Waterpark can assist with. You may even be asked to take the lead on the assistance. We are **Happy to Help!** whenever we can.

When connecting with our guests:

- Make eye contact
- SMILE
- Use a friendly and fun tone of voice
- Remember to say **Happy to Help!** when thanked by every guest, each time.

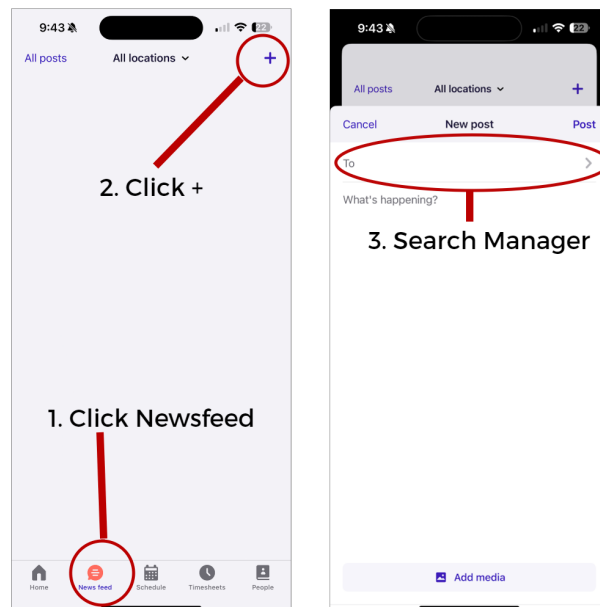
ATTENDANCE & EMPLOYMENT POLICY 100-1

Your attendance is a very important part of your overall work record and critical to our Company's success. Your Department Director will keep an attendance record on each Team Member within the department. Anytime a Team Member is late or does not report to work, a note will be made in their record.

If you cannot come into work, or will be late to work, for any reason, please message on DEPUTY to report your absence or late arrival.

Team Member to Manager Communication

Depending on your department, reach out to your direct manager through the DEPUTY APP. It is always beneficial to include HR (Jessica Cook) – in your communications.



ATTENDANCE ISSUES

TARDINESS

If you are late for your scheduled shift, or if you are late returning from break, regardless of the length of time, you will be considered late and subject to disciplinary action.

ABSENTEEISM

If you call to let us know you will be absent, regardless of the reason, you will be considered absent for that day. Team Members absent due to an approved leave of absence, approved replacement, military obligation, jury duty, or work-related illness/injury will not be subject to disciplinary action.

NO CALL / NO SHOW

If you fail to notify your Manager that you will not report for your scheduled shift, you will receive a NO CALL / NO SHOW. Two no call/no shows will put you at termination level.

PAID TIME-OFF

POLICY 101-1

Paid time off is not available for seasonal (variable hour) Team Members.

**EMPLOYMENT AT WILL
POLICY 102-1**

Neither this Handbook nor any other writing from the Company is a contract of employment. Any individual may voluntarily leave his or her employment at any time. The Company may terminate a Team Member any time with or without cause. Any oral or written statements or promises to the contrary are hereby disavowed and cannot be relied upon by any prospective or existing Team Member.

AMERICANS WITH DISABILITIES ACT POLICY 103-1

BRTX, LLC is committed to complying with the Americans with Disabilities Act (ADA) and employing people with disabilities. In accordance with the ADA, we will not discriminate against a qualified individual with a disability in any aspect of employment and will provide qualified disabled employees with reasonable accommodations, if necessary, to assist them in performing the essential functions of their jobs. Team Members with disabilities, who feel they may require an accommodation in order to perform the essential functions of their job, should submit a written notification of such accommodation to the Human Resources Department.

LACTATION/PUMPING BREAKS POLICY POLICY 103-2

BRTX, LLC supports employees who are breastfeeding by providing reasonable accommodations for expressing breast milk during working hours in compliance with state and federal laws.

- a) Break Time: Employees who are breastfeeding will be provided with reasonable break time to express breast milk for up to one year after the birth of their child.
- b) Frequency and Duration: Break time will be provided as needed by the employee, typically lasting 15-20 minutes per pumping session.
- c) Private Location: A designated private location, other than a bathroom, will be provided for expressing breast milk. This space will be shielded from view and free from intrusion by coworkers and the public.
- d) Access to Equipment: Arrangements can be made for the provision of a clean, private space to store personal breast pumps during working hours.

Employees are encouraged to communicate their need for breastfeeding accommodations with their supervisor or the Human Resources department prior to returning to work. Supervisors and Human Resources will work collaboratively with employees to ensure that their breastfeeding needs are accommodated in a supportive and respectful manner.

The company prohibits retaliation against any employee who requests breastfeeding accommodations or exercises their rights under this policy. Any instances of retaliation will be promptly investigated and addressed. Employees with questions or concerns regarding this policy should contact the Human Resources department for assistance.

ELIMINATING COVID HAZARD POLICY 103-3

BRTX, LLC is committed to eliminating the COVID-19 hazard by separating and sending home infected people from the workplace.

One key element involves eliminating the hazard, which means isolating team members who are infected so they cannot infect other team members. BRTX, LLC will follow a symptom-based strategy for identifying and separating and sending home team members. However, there are certain circumstances where we may consider a COVID-19 test-based strategy.

Team Members who have or likely have COVID-19 should be isolated until they meet CDC guidelines for exiting isolation.

If they think or know they had COVID-19 and had symptoms, they can return after:

- At least 5 days since symptoms first appeared and
- At least 24 hours with no fever without fever-reducing medication and
- Other symptoms of COVID-19 are improving (loss of taste and smell may persist for weeks or months and need not delay the end of isolation).

Some team members might need to stay home and isolate longer than 5 days, as recommended by their healthcare providers.

Under the Americans with Disabilities Act, employers are permitted to require a doctor's note from team members to verify that they are healthy and able to return to work.

A team member who has recovered from symptoms after testing positive for COVID-19 may continue to test positive for three months or more without being contagious to others. For this reason, these team members should be tested only if they develop new symptoms of possible COVID-19. If they have new symptoms, they should discuss getting tested again with their healthcare provider, especially if they have been in close contact with another person who has tested positive for COVID-19 in the last 14 days. CDC reports that instances of reinfection have so far been infrequent.

IMMIGRATION AND EMPLOYMENT POLICY 104-1

BRTX, LLC is committed to the policy and practice of hiring only authorized workers, as defined by the Immigration Reform and Control Act of 1986. In compliance with the Immigration Reform and Control Act, any offer of employment is conditioned upon satisfactory proof of a prospective employee's identity and legal eligibility to remain and work in the United States. In the administration of this policy, we will not discriminate against any Team Member or applicant for employment, as stated in the Equal Employment Opportunity Act, "EEO" policy statement of this policy and procedures handbook, but particularly, on the basis of national origin or citizenship status.

Every Team Member hired on November 6, 1986 or later must complete an Employment Eligibility Verification Form I-9, from the U.S. department of Justice, Immigration and Naturalization Service. An applicant or Team Member who is not authorized to work in the United States or is unable to document that he or she is authorized to work in the United States cannot be hired or continue to be employed by BRTX, LLC.

**ANTI-NEPOTISM
POLICY 105-1**

Relatives of Team Members are eligible for employment BRTX, LLC but may not be assigned to a position that is within a relative's "span of control". That is, an individual may not be under his or her relative's direct line of supervision, such that the relative could directly influence work responsibilities, salary and/or career progress. This policy is designed to prevent unfair favoritism and eliminate real or potential conflicts of interest.

For the purposes of this policy, the term "relative" is defined to include, but is not limited to, spouses, in-laws, (step) parents, (step) grandparents, (step) children or (step) siblings, aunts, uncles, nieces, nephews, or the spouse of any of them.

If relatives are working in the same department or office and are involved in a direct or indirect reporting relationship, or present a real or potential conflict of interest, the Company will seek voluntary cooperation of the individuals involved to remedy the violation of this policy. The Company will explore possible accommodations such as reassigning one relative to another department and/or position, if an appropriate position is available.

If other positions are not available or voluntary measures are not taken, the Company, at its sole discretion, reserves the right to transfer or terminate individuals who violate this policy.

The final decision as to which course of action should be followed remains solely at the Company's discretion. The General Manager and the Manager of Human Resources must review any requests for exceptions to this policy. Team Members violating this policy will be subject to appropriate disciplinary action, up to and including termination.

COMPENSATION AND EMPLOYMENT VERIFICATION POLICY 106-1

It is the intent of the Company to pay its Team Members timely and efficiently on their respective pay dates while ensuring that Team Members' withholding taxes are deposited within the time period required by Federal and State laws. BRTX will determine the payday for Team Members. Team Members are encouraged to have their paycheck automatically deposited into their personal checking and/or savings account at their financial institution.

Questions regarding compensation are best discussed between a Team Member and Human Resources Department.

Employment Verifications for Lending or Credit Purposes

Banks, mortgage lenders and credit card companies routinely request employment verifications for Team Members. Team Members requiring exceptions must contact Human Resources. Employment verifications should be sent to the HR Department only.

GARNISHMENTS AND LEVIES

POLICY 107-1

A garnishment is a court order to an employer to withhold a sum of money from a Team Members wages or salary. A federal levy takes precedence over all other garnishments. Child support orders take precedence over garnishments due to debts, judgments, or other attachment orders, unless otherwise provided by law.

After federal income taxes, Social Security taxes, state and city tax withholding deductions, and state unemployment insurance taxes have been deducted from a Team Members paycheck, the remaining balance is what is considered "disposable earnings" for the period.

Federal and state wage garnishment laws limit the amount of a Team Members disposable earnings that may be garnished and protects Team Members from discharge because of garnishment. Any garnishment received should be forwarded to the HR Department for handling.

The Human Resources Department should be notified immediately when a garnishment is received for a Team Member. Human Resources will promptly notify a Team Member when a garnishment or levy is received for that Team Member.

TEAM MEMBER RECORDS

POLICY 108-1

Through its Human Resources function, the Company maintains a file for each Team Member. With reasonable notice, Team Members may review their file with their Human Resources department. If a Team Member has lost a document that has been issued, a request for a copy of that document should be submitted to the Human Resources Department.

The Company handles the information in a Team Member's file discreetly and confidentially and has the expectation that Team Members with a legitimate business need to access Team Member files will do the same. Team Members failing to do so may be subject to disciplinary action up to and including termination.

**CHILD LABOR LAWS
POLICY 109-1**

The United States Department of Labor enforces the federal child labor laws applicable to minors UNDER 18 years of age. For more information about the 17 Hazardous Occupations Orders including those that contain limited exemptions when it comes to student learners and apprentices, please contact the United States Department of Labor at 1-866-487-9243 or 405-231-4158 or www.youthrules.dol.gov

FAMILY MEDICAL LEAVE ACT

POLICY 110-1

Family and Medical Leave Act requires the Company to provide up to 12 weeks of unpaid, job protected leave to eligible Team Members for certain family and medical reasons. Please see Human Resources with any questions or if you are eligible for such leave.

**IMAGE AND GROOMING
POLICY 112-1**

All Team Members are expected to dress in a professional, business-like manner that is appropriate to the job and duties they are performing. For questions regarding these guidelines and standards, Team Members should contact the Department Manager or Human Resources. If a Team Member believes that they need a dress or grooming accommodation for religious reasons, they should notify Human Resources of the need for such an accommodation.

Please be advised that BRTX, LLC reserves the right to modify this policy at any time. Additional guidelines may apply according to your job assignment.

**DRESS CODE
POLICY 113-1**

It is the Team Member’s personal responsibility to see that the highest condition of neatness and cleanliness always prevails. Failing to do so will detract from the atmosphere that we all work to create. Uniforms and personal attire must fit appropriately. No oversized, tight fitting, clinging or revealing uniforms or personal attire will be allowed. Uniforms must be worn in full or not at all. 100% in or 100% out. If you are in the park as a guest, you may not wear your uniform.

Uniforms

Uniforms are distinctive garments which identify a person as a BRTX Team Member and project a consistent professional image. Uniforms are to be fit for purpose for the work performed and may also include specific footwear and personal protective equipment (PPE).

POSITION	SHIRTS (TOPS)	BOTTOM	SHOES
Aerial Guides	Company Shirt	Black Bottoms	Fully Enclosed Shoes
Food & Beverage Cooks	Company Shirt	Black Bottoms	Non-Slip Fully Enclosed Black Shoes
Lifeguards	Lifeguard Shirt	Lifeguard Shorts	Shoes or Sandals with Back strap*
All Other Positions	Company Shirt	Khaki Bottoms	Fully Enclosed Shoes

Uniform Shirts (Tops)

- All company polos must be tucked in.
- Shirts cannot be altered (tied/knotted, sleeves cut, tie-dyed, written on, torn, etc.).
- Shirts that have developed holes or areas of wear are not allowed.
- Long sleeved under shirts must be an approved uniform color (black or white).

Uniform Bottoms

- Pants or shorts must fit properly at the waist.
- Shorts must meet the requirement of at least a 5” inseam and fingertip length.
- No sagging, baggy, or oversized pants. (If the pants fall when the belt is off, the pants are too large).
- No loose or hanging belts or chains.
- No holes, rips or stains on pants or shorts.
- No revealing, body hugging, cut-off or torn pants.
- Visible logo patch, insignia, or brand name must not be larger than one square inch.
- No jeans, sweatpants, yoga pants, or leggings.

Outerwear

- Solid black sweaters, jackets, and coats may be worn outdoors during inclement weather.
- Visible logo patch, insignia, or brand name must not be larger than one square inch.

Appropriate Footwear

For the protection of Team Members and to minimize injuries, fully enclosed black shoes with flat heels and rubber soles must be worn. Food and Beverage Department Team Members are required to wear black nonslip fully enclosed shoes. Team Members may not be permitted to

work if inappropriate footwear is worn. Black socks must be worn with black footwear.

*Lifeguards may wear neutral color water shoes or sandals that have a secure back strap. Flip-flops and toe shoes are not permitted.

Identification Badges

Team Members are always required to wear and have clearly visible Company identification badges while on duty.

Return of Uniforms Upon Termination of Employment

Uniforms will remain the property of BRTX. On termination of employment, all uniforms and identification badges supplied by BRTX to the Team Member are to be returned. If issued uniforms are not returned, BRTX will deduct the cost of the uniforms from the Team Member's final paycheck. Uniform items purchased by the Team Member can be kept.

Lost uniforms items may only be replaced with authorized wardrobe items. Contact the Human Resources to purchase replacement uniforms.

GROOMING STANDARDS

POLICY 114-1

- Hair is to be clean, well groomed, and worn in a manner so as not to potentially interfere with the Team Members job duties or present a distraction to the Team Member's overall appearance.
- Hairstyles must be neat and professional in appearance.
- For safety and health concerns, all long hair must be pinned up or tied back.
- Extreme hairstyles are prohibited. This includes, but is not limited to, shaved wording, patterns or spots, extreme Mohawks, and extreme/excessive coloring.
- Artificial hair is acceptable provided it meets the above requirements.
- Hair accessories must match the uniform, not be a distraction and not pose a health or safety risk.
- Only hats/visors that are a part of the approved uniform may be worn. Hats must be worn with the bill facing forward.
- Fingernails must be clean and neatly trimmed and comply with Health Department requirements.
- Appropriate jewelry may be worn that complements our professional environment. Facial piercings are not allowed, but clear spacers can be worn in place of jewelry.
- No body or dental modifications are allowed (e.g. extended earlobes, decorative dental grill, tooth fillings...etc.)
- Tattoos on face, neck or head are not allowed.
- No visible tattoos or other body art (such as surgically implanted ball bearings, spikes, and the like) are permitted in the workplace. Exceptions may be made BY THE HR DIRECTOR ONLY for Team Members who have small, non-offensive tattoos that cannot easily be covered by standard clothing.
- All facial hair, including beards and mustaches, must be well maintained, neatly groomed, and trimmed close to the face.
- Team Members should take into consideration the proximity of their fellow team members and guests with regards to their hygiene.
- Personal hygiene should be completed prior to arriving at work (including bathing, washing your uniform, and using deodorant).
- Perfumes or colognes should be worn moderately and not distracting to guests.

Additional grooming standards may be required for safety reasons in certain positions. All grooming standard questions should be directed to the HR department.

GUEST RELATIONS

POLICY 115-1

Guest Relations is a top priority of Big Rivers Waterpark. All guests will be treated promptly and respectfully without regard to age, gender, sexual orientation, race, ethnicity, disability, language proficiency, social or economic status.

Team Members meeting face to face with guests, including at attractions, restaurant and concessions will greet guests and treat guests in a professional, courteous and helpful manner.

Guest concerns are to be taken seriously, with the appropriate sense of urgency, attention and empathy. This means listening intently, making notes, and confirming understanding before taking action. Issues that are unable to be resolved immediately will be escalated to a manager for timely resolution.

When answering a telephone call, staff should greet the caller and identify themselves by providing their name and the department. Staff will always remain polite and assist the caller where possible.

Never eat, chew gum or tobacco, or smoke while at any work location visible to our guests. Smoking is allowed only in designated Team Member smoking areas. The showing of personal affection in view of our guests is not acceptable. The use of personal cell phones or electronic devices is not allowed in view of guests.

TEAM MEMBER GRIEVANCES
POLICY 116-1

Fair treatment of all Team Members is a BRTX policy and corporate philosophy. We firmly believe that every Team Member, regardless of position, will always be treated with respect and in a fair and just manner. We encourage an open-door policy, which extends from the Team Members to the General Manager of the park. It is intended that all Team Members have open channels to communicate freely with no fear of retribution and to receive a prompt and thoughtful response to their questions and concerns.

If a Team Member is unsatisfied with the handling of their personal fairness issue, they should notify the Corporate Ethics Officer by email at tinyurl.com/BRTXhelp

SUGGESTIONS AND COMPLAINTS

POLICY 117 -1

This policy is intended to deal with issues of a non-personal nature. If the Team Member's issue involves a personal grievance, please refer to the Team Member grievance section above. For all non-personal issues, the Team Member is encouraged to freely discuss with their supervisor any suggestions, concerns or complaints they may have about work-related issues. Many problems can be resolved informally, but if attempts at informal resolution are not satisfactory, they can be addressed through the following step by step process.

STEP ONE: If the Team Member has a work-related problem or question, their first step is to discuss the situation with their immediate supervisor. If the problem involves their immediate supervisor directly or the Team Members does not feel comfortable discussing it with that person, they should speak to the next level of management.

STEP TWO: If the Team Member is not satisfied with the answer they received in Step One, they should speak to or submit a written statement of the problem to the person at the next level of management. The person receiving the in-person concern or written statement will attempt to resolve the issue and then give them a response.

STEP THREE: If the Team Member is not satisfied with the response they received in Step Two, they can appeal the decision directly to the Human Resources Director, who will review the matter and render a final decision.

At any time in the above process, the Team Member is welcome to contact the Human Resources department to discuss their problem or concerns. Upon request by the Team Member, Human Resources can assist the Team Member in presenting his or her concerns to any level of management.

While this process provides a Team Member with the opportunity to voice his or her concerns, it does not guarantee the resolution realized will be the one sought by the Team Member.

**EQUAL OPPORTUNITY
POLICY 118-1**

The Company maintains a policy of non-discrimination regarding its Team Members and applicants to comply with all federal, state and local laws prohibiting discrimination. Questions or concerns regarding our policies and practices should be directed to the local Human Resources Department.

CODE OF CONDUCT

POLICY 119-1

BRTX, LLC is a professional, responsible and law-abiding organization and a member of the community. It devotes considerable time and expense to conduct its business and maintain its reputation in this manner. The behavior of every Team Member contributes to the Company's image and its reputation. Every Team Member must refrain from acting or engaging in conduct, whether on-duty or off-duty, that could embarrass the Company or its Team Members, that could create the appearance of impropriety, or that could otherwise cause the Company to be held in disrepute by the community, its guests, or its Team Members, including actions prior to employment that could be held in this regard. Violation of this policy may result in disciplinary action, including possible termination. Any violation of this Code of Conduct will subject the offender to disciplinary action up to and including termination. Examples of violations include, but are not limited to, the following:

- Discrimination against anyone associated with the Company because of race, color, religion, gender, sexual orientation, national origin, age, disability, ancestry, marital status or status as a veteran, including disabled veterans.
- Falsification of or misrepresentation in employment applications and other Company records.
- Misuse or unauthorized duplication or distribution of any Company documents, Team Member IDs, or other Company information.
- Theft, pilfering, fraud or other forms of dishonesty or failing to report any of the aforementioned.
- Use of Company credit cards, accounts or assets for non-business purposes;
- Sale or barter of any Company ticket, pass, voucher, token, script, coupon or other items of value for personal gain or profit.
- Engaging in criminal conduct or acts of violence, or making threats of violence;
- Possession of weapons or explosives while at work.
- Carelessness, negligence or maliciousness in the performance of work.
- Unauthorized solicitation or distribution of literature for personal or third-party benefit.
- Possessing, offering, selling, using or under the influence of intoxicants, inhalants, drugs, narcotics, or the misuse of prescription or over-the-counter drugs while on or off duty (see Substance Abuse Policy).
- Spreading malicious gossip or threatening, intimidating or coercing other Company personnel.
- Insubordination, failing to perform work or duties as instructed, or failure to follow instructions and/or directions.
- Absenteeism, tardiness or failing to meet completion dates or timetables.
- Conduct deemed by the Company to be immoral, unethical, fraudulent or improper.
- Soliciting or accepting gratuities unless from the park for specific positions (i.e. some bartenders and cabana servers).
- Unauthorized entrance to BRTX, LLC facilities.
- Violations of safety procedures or Company policies.

- Damage, misuse or unauthorized use or removal of BRTX equipment, property, vehicles, phones, computers, office machines, logos, resources or intellectual property, the property of a Team Members, or the property of a guest.
- Smoking in areas not designated as smoking areas.
- Refusal to cooperate in a search and/or investigation.
- Failing to maintain licenses or certifications required for employment, duties assigned, or the operation of Company equipment.
- The use of any electronic device or other activities which might distract the operator from the proper use of Company vehicles, equipment, and any other Company assets.
- Disclosure or distribution of proprietary, confidential or non-public information regarding the Company, it's personnel, officers, agents, affiliates, operations, plans, policies, performance, or financial position.

Team Members with concerns as to the application of a policy or a procedure are encouraged to contact the Human Resources Department.

CODE OF ETHICS

POLICY 120-1

BRTX, LLC is committed to ethical business practices and expects its Team Members to perform their duties within the confines of applicable laws. The Company does not condone, nor does it permit agreements or business practices that are or could be construed as conflicts of interest. It expects and requires ethical business practices in the negotiation of contracts and the selection of vendors.

The Company awards business to vendors and/or contractors based on the needs of the Company, the services offered, pricing and benefit to the Company. The awarding of business to vendors and/or contractors that is based on or influenced by personal gain is strictly forbidden. The solicitation or acceptance of money, gifts, services or discounts for personal gain in return for the awarding of business or payment will result in disciplinary action including, but not limited to termination.

Awarding business to a company in which a Team Member has a vested or equity interest is prohibited. Any exceptions require prior written approval from the Company Finance Officer. Team Members are required to immediately disclose their personal interest, if any, in any companies currently providing goods or services to the Company.

In a professional environment, there may be occasions when Team Members are offered gifts from vendors.

Individual or cumulative gifts exceeding \$100 in value must be reported to Company Finance Officer for approval prior to the Team Members acceptance. Vendor funded outings or trips must be approved in advance and prior to the commencement of the activity or travel.

Team Members acting contrary to the Company's ethical business practices will be subject to disciplinary action including, but not limited to termination. Questions or concerns regarding potential conflicts should be referred to the Company's Finance office prior to finalizing any agreements.

SOCIALIZING POLICY 121-1

BRTX, LLC encourages the interaction and development of friendships among its team members. We believe the opportunity to socialize with and cultivate friendships among a wide group of people is one of the unique benefits of joining the BRTX Team.

The Company does discourage intimate, romantic or dating relationships which, in the Company's opinion:

- Could interfere with a Team Members performance.
- Could lead to conflicts of interest or sexual harassment.
- Could give the appearance of conflicts of interest or sexual harassment.

The Company prohibits any intimate, romantic or dating relationships between a Team Member and a direct or indirect supervisor. The Company reserves the right to prohibit other intimate, romantic or dating relationships which, in the Company's opinion, may result in a conflict of interest.

In the event an intimate, romantic or dating relationship develops between a staff member and a supervisor/manager/director, it is the responsibility of both parties to report the relationship directly to the Human Resources Department. The Company will review the situation and determine the course of action it deems most appropriate. This may include, but is not limited to:

- Giving the Team Members the option to terminate their relationship.
- Transferring at least one of the Team Members to an alternative position within the department or the Company.
- Accepting the resignation of one or both Team Members.

The final decision as to which course of action should be followed remains solely in the Company's discretion. Any Team Member who violates this policy will be subject to appropriate disciplinary action up to and including termination. For the purposes of this policy, no distinction is made between seasonal or full-time Team Members.

SOLICITATION

POLICY 122-1

A Team Member may not solicit or distribute literature in any form or through any medium on the Company's property, including intellectual property, at any time without the General Manager's advance written permission. In order to keep the Company's premises safe, neat and clean, literature may not be strewn or discarded on the Company's property.

Persons not employed by the Company are not permitted to solicit or distribute literature in any form or through any medium or offer merchandise for sale on Company property at any time or be on the premises without the General Manager's advance written permission.

TEAM MEMBERS USE OF PARK FACILITIES

POLICY 123-1

BRTX, LLC has high expectations for Team Members whenever they might affect the Company's image and/or its reputation. This is especially true when they are in the presence of our park guests.

Team Members must never engage in conduct that could cause embarrassment; that creates the appearance of impropriety; or otherwise causes the Company to be held in disrepute by the community, its guests or its Team Members. Team Members who do so will be subject to disciplinary action up to and including termination.

Team Members visiting the park as guests must not be in uniform, may not visit non-public areas and must enter and exit the park through the main gate(s). Team Members may not distract or interfere with Team Members who are working.

Only Team Members of legal age may purchase or consume alcoholic beverages when visiting the park. It is expected and required that these Team Members always behave responsibly and properly. Failing to do so or committing any violations of the applicable liquor laws will result in disciplinary action up to and including termination.

Being able to visit the park is a privilege that we need to protect through responsible behavior. If a Team Member has any questions or needs any clarification regarding this, please contact Human Resources.

DISCRIMINATION AND HARASSMENT

POLICY 124-1

BRTX, LLC is committed to providing all Team Members with an enjoyable and productive work environment. We expect our Team Members to work together in such a manner that our workplace is free of discrimination or harassment of any kind and from any source, including management, co-workers or guests. The following are the policies and practices the Company has instituted to promote a positive, fair and respectful work environment.

Discrimination

BRTX, LLC prohibits discrimination of any nature with regard to race, color, religion, ancestry, national origin, age, disability, sex, marital status or sexual preference, or status as a veteran, except where a bona fide occupational qualification is reasonably necessary.

The Company is committed to maintaining a safe and healthy work environment for all Team Members and guests. Team Members with life-threatening diseases or conditions will be treated with compassion and understanding and be accorded all the rights to which they are entitled by law. If there is any question of an individual being able to work without posing harm to him or herself, coworkers, our guests or clients, it is our policy to require a doctor's certification of that individual's fitness for work before allowing the individual to return or begin to work.

If a Team Member has or is later diagnosed with a life-threatening disease or disability that impacts their job responsibilities or the ability to perform essential job functions, compliance with this policy requires that they immediately disclose that confidential information to Human Resources.

Harassment

BRTX, LLC prohibits conduct that has the purpose or effect of unreasonably interfering with a Team Member's work performance or creating an intimidating, hostile or offensive environment. In this regard, the Company will not tolerate any derogatory, abusive, threatening or intimidating behavior, and/or references to attributes of race, color, religion, ancestry, national origin, age, disability, sex, marital status or sexual preference, or veteran status, or any other characteristic protected by federal, state or local law.

The Company strictly prohibits sexual harassment. Under the Company's policy, sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other visual or physical conduct of a sexual nature where:

- Such conduct is made an explicit or implicit condition of employment;
- Submission or rejection of such conduct by an individual is used as a basis of employment decisions;
- Such conduct has the purpose or effect of substantially interfering with an individual's performance or creating an intimidating, hostile or offensive working environment; or
- A Team Member, under Company jurisdiction, directs such conduct toward a coworker, guest or other third party.

It is the duty of every Team Member of this Company to create a job-environment atmosphere for co-workers and guests alike which is conducive to our discrimination and harassment policies. Actions contrary to this will result in disciplinary action up to and including termination.

It is also the responsibility of each Team Member to report any behavior which he or she may believe is discriminatory in nature. The Company prohibits retaliation against Team Members who report behavior they believe is discriminatory. In the context of this policy, retaliation is any adverse employment action against a Team Member because the Team Member complained of discriminatory behavior or participated in the Company's investigation of a complaint. Such conduct will itself result in disciplinary action up to and including termination.

VIOLENCE IN THE WORKPLACE POLICY 125-1

BRTX, LLC has adopted a policy prohibiting workplace violence. Consistent with this policy, acts or threats of physical violence, including intimidation, harassment, and/or coercion while under Company Jurisdiction will not be tolerated.

Examples of workplace violence include, but are not limited to:

- Malicious gossip
- Threats or acts of violence
- Hitting or shoving
- Threatening an individual or family, friends, associates or property with team members or the Company
- Threatening to destroy or deface the property of a guests, team members or the Company
- Harassing or threatening communication such as phone calls, emails, texts, etc.
- Unauthorized possession or inappropriate use of firearms or weapons.

The Company's prohibition of threats and acts of violence applies to all persons under Company Jurisdiction and includes guests, Team Members, and contract/temporary workers. Violations of this policy will lead to disciplinary action, up to and including termination, and/or legal action as appropriate.

Team Members are encouraged to report incidents of threats or acts of violence to their supervisors, Human Resources, and Security. Reports will be promptly investigated.

If a non-Company organization is investigating an incident pertaining to this policy, the Company reserves the right to conduct its own investigation.

SUBSTANCE ABUSE POLICY 126-1

BRTX, LLC has a vital interest in the health and welfare of its Team Members and guests. The misuse and abuse of alcohol and drugs by Team Members pose serious threats to the safety and health of the Team Members, the public and to the efficient operation of the organization. Accordingly, the Company seeks to maintain a drug and alcohol-free environment. To achieve this goal, BRTX has adopted the following policies regarding the use, possession or sale of drugs or alcoholic substances by its Team Members.

Team Members should be aware the Company may add to the requirements of this policy and that state laws may affect the execution of this policy.

DEFINITIONS

Controlled Substance – a drug or controlled substance listed as such in the Federal Controlled Substance Act and includes, but is not limited to, amphetamines, marijuana, cocaine, opiates, barbiturates, hallucinogens, depressants and stimulants. Controlled substances also include prescription drugs used in any manner inconsistent with their intended or stated use.

Company Jurisdiction - whenever the Team Member is:

- a) on Company property, including parking lots and guest and Team Member facilities;
- b) on Company time, even if off Company premises (including paid lunch and rest periods);
- c) on the property and/or at the facilities of customers, clients and/or vendors of the Company for Company related reasons or purposes;
- d) driving or riding as a passenger in a Company vehicle or a private vehicle for which the Company is reimbursing expenses; or
- e) at a job site.

Possession - means actual custody or control of and access to, including, without limitation, items, including drug paraphernalia, held by a person or stored in a Team Members work station, office, locker, lunch box, purse, briefcase, bag, automobile or other areas under Company Jurisdiction.

Reasonable Suspicion – a belief that a Team Member is using or has used controlled substances, prescription/over-the-counter drugs or alcohol in violation of this policy or has otherwise violated this policy. Such belief shall be drawn from objective facts and reasonable inferences drawn from those facts. This can include the observation of ingestion or possession by any credible witness, or observation of any known symptomatology for "under the influence" behavior as documented through the use of the Reasonable Suspicion Checklist.

Under the Influence – having any of the body's sensory, cognitive or motor functions in any way affected, altered or impaired; being unable to perform work in a safe and productive manner; being in a physical or mental state which creates a risk to the safety and well-being of the affected Team Member, other Team Members, the public or Company property; and/or having any detectable level of alcohol, drugs or controlled substances in the body.

Prescription – drugs or medications lawfully prescribed by a physician and taken in accordance with such prescription.

Over-the-Counter Drugs – a drug or medication authorized pursuant to federal or state law for general distribution and use without a prescription.

PROHIBITIONS

Team members are prohibited from reporting for work or being on the job or under Company Jurisdiction while under the influence of any controlled substance or alcohol. In addition, team members are prohibited from the following while on the job or under Company jurisdiction:

Controlled Substances: possessing, using, selling, offering to provide, buying or distributing any controlled substance(s) and/or items deemed by the company to be drug related paraphernalia or attempting to do any of the above.

Alcohol: possessing, consuming, selling (except as a part of any Team Members' job), buying or distributing alcohol or having a blood/alcohol (or urine equivalent) level of .02 or higher.

Prescription and Over-the-Counter Drugs: using prescription or over-the-counter drugs that may adversely affect such Team Members' ability to safely perform the essential functions of his/her job and/or when such use is not in strict adherence to a physician's directions or labeling instructions.

Possessing, using, selling, offering to provide, buying or distributing alcohol or controlled substances if such activity constitutes a threat to or may adversely affect BRTX, LLC, its reputation, properties, Team Members or guests.

Chemicals or Substances: misusing chemicals or substances in any manner or means to affect the body's sensory, cognitive or motor functions as defined in Under the Influence above.

Use of Prescription and Over-The-Counter Drugs

Possession and use of prescription and over-the-counter drugs are permitted, provided that such drugs are taken in strict accordance with the Team Members physician's directions and/or labeling instructions and the use of such drugs does not adversely affect a Team Members ability to safely perform assigned duties. If a Team Member is taking a prescription and/or over-the-counter drug(s), which may adversely affect his or her ability to safely perform assigned duties, the Team Member is obligated to immediately notify his or her department supervisor or the Human Resources Department. The Team Member need not reveal why he or she is taking the medication.

The Company reserves the right to require medical verification that the medication(s) will not adversely affect a Team Members ability to safely perform his or her job. A Team Member may be reassigned or not scheduled pending Company receipt and review of the requested medical verification. The only information sought by the Company is whether the medication may adversely affect the Team Members ability to safely perform his or her job.

Testing

To ensure compliance with this policy, the Company will require certain applicants and Team Members to submit to drug and alcohol testing as follows, subject to any requirements under applicable state law:

Pre-Employment - the Company reserves the right to require applicants for employment to submit to drug and alcohol testing after an offer of employment, but before the applicant commences work. Pre-employment testing may be required for, but is not limited to, applicants for safety and/or cash-sensitive positions.

Reasonable Suspicion - to the extent permitted by law, the Company will require all Team Members to submit to drug and alcohol testing when a reasonable suspicion exists that the Team Member is under the influence of any controlled substance, drug or alcohol while on the job or within Company Jurisdiction or has otherwise violated this policy.

Random - to the extent permitted by law, the Company will conduct random drug and alcohol testing of Team Members.

Post-Incident - in the event of any incident involving death, an injury requiring medical treatment by non-BRTX First Aid personnel, serious injury or serious damage to property, or deemed by the Company to have potential for having caused death or serious injury of any kind, or serious damage to property, a Team Member will be required to submit to a drug and/or alcohol test within 24 hours of when injury occurred.

The Human Resources Department must authorize post-incident testing in cases other than injuries requiring medical treatment by non-BRTX First Aid personnel. Failure or refusal to submit to the testing will result in the presumption that the Team Member was possessing, using or under the influence of alcohol or drugs at the time of the incident and will result in the Team Members immediate discharge.

Team Member Requested Testing - in the event the Company has reasonable suspicion that a Team Member is using or under the influence of drugs or alcohol while at work or within Company Jurisdiction, an investigation will be conducted. As part of this investigation, the Team Member may offer to submit to a drug and/or alcohol test at Company expense.

Compliance with the Law - the Company will also require applicants and Team Members to submit to drug and alcohol testing when such testing is deemed necessary by the Company under applicable legal requirements.

Attempting to or engaging in behavior which causes suspicions of adulterating or tampering with the sample or with the collection or testing process or failing to cooperate in the testing process will result in the rejection of the employment application and/or discipline, up to and including immediate termination.

Testing Procedures

In all instances where it is determined that a Team Member must submit to alcohol and/or drug testing, a Team Member's submission to such test is mandatory and a requirement of continued employment. All applicants and Team Members directed to submit to such testing will be required, prior to testing, to execute a consent and release form. An applicant or Team Member who refuses to execute the consent and release form will be subject to discipline, which may include immediate termination. All confirmation tests will be conducted by a laboratory certified by the National Institute on Drug Abuse. Testing procedures will be in compliance with applicable state law.

All Team Members will be given an opportunity prior to and after testing to provide, in writing, any information they consider relevant to the test, including the names of any prescribed drugs they may have taken or other relevant medical information.

The Company will determine which testing procedures will be used and may include, for example, urine, blood, breath, saliva and/or hair samples, provided that such testing procedures are in compliance with applicable state law.

Positive Test Results and Follow-Up

In order to protect the privacy of Team Members who are tested and to assure the independence of test verification, the Human Resources Director (or authorized manager) will receive all positive Team Member results directly from the laboratory. The Human Resources Director (or authorized manager) will review and interpret confirmed tests and will consider and investigate alternative medical explanations for such positive tests. If, after appropriate review, the Manager determines that there is a legitimate medical explanation for a confirmed positive test result, the Manager will report the test result to the General Manager as "negative". If the Manager determines that there is no legitimate medical explanation, the Manager will report the test result to the General Manager as "positive".

If applicable state law requires a second, confirmation test for any positive test result, the Manager will arrange for any further testing as required under applicable state law.

Positive Results in Pre-Employment Drug Tests - if the results of any pre-employment screenings are positive, the individual will not be considered qualified for employment with the company and will be notified of the same. Applicants denied employment because they fail the pre-employment screening tests may reapply for employment after 12 months, provided they submit a current medical certification from a health care provider that there is no medical evidence the applicant is currently abusing drugs or alcohol.

If the applicant passes the second pre-employment screening, any offer of employment must be contingent on the applicant's agreement to submit to unannounced follow-up testing for a period of 24 months. Any positive tests during this period will be grounds for immediate termination. The Company reserves the right to deny individuals who have failed pre-employment alcohol or drug tests the opportunity to apply and work in certain safety sensitive positions.

Applicants failing subsequent pre-employment alcohol or drug tests, will not be eligible for future employment with the Company.

Positive Test Results - Current Team Members - Random Testing - the results of a random alcohol or drug test that is positive will be reported by the Human Resources Director to the Team Member and the General Manager. After the results are reported by the Human Resources Director to the General Manager, the following will apply: Team Members will be immediately terminated.

Positive Test Results Post-Incident, Suspicion & Team Member Requested Cases - if the results of post-incident, suspicion or Team Member requested drug or alcohol test(s) are positive, the Team Member will be immediately terminated.

Confidentiality

All records and information obtained by the Company regarding alcohol and drug testing and the actual test results will be confidentially maintained. Access to such information will be restricted to those individuals deemed by the Company to have a legitimate business-related, need-to-know.

Searches

The Company reserves the right, at all times, and without prior notice, to inspect any and all Company property for the purpose of determining if this policy or any other Company policy has been violated, subject to and in accordance with any applicable state laws. Such inspections may be conducted during or after business hours and in the presence or the absence of the Team Member. Company property includes, but is not limited to, desks, storage areas, work areas, lockers, file cabinets and Company vehicles. In addition, all vehicles and other personal property of a Team Member, including, but not limited to, bags, boxes, purses, briefcases and lunch containers, brought onto Company premises or within Company Jurisdiction are subject to inspection at any time a Company representative has a reasonable suspicion that this policy has been violated and such an inspection is reasonably necessary in the investigation of such violation(s). Refusal to consent to a search or an inspection when requested, constitutes insubordination and the Company may take disciplinary action, up to and including immediate termination.

Team Member Rights

If an applicant or Team Member tests positive under the Company's Substance Abuse Policy, he or she may:

- Request and be provided with a copy of the laboratory test indicating the test results;
- Request and be provided with a copy of the BRTX Substance Abuse Policy;
- Apply any other rights guaranteed under applicable state law.
- General Management and Human Resources reserve the right to override and make exceptions to these procedures.
- Nothing in the Substance Abuse Policy shall be constructed to alter or amend the at-will employment between the company and its Team Members.

PAYROLL, TIME KEEPING, AND BREAKS POLICY 127-1

Pay Cycle & Paycheck Distribution

Payday is normally on every other Friday for services performed during the prior two (2) week period ending the previous Sunday, at 12:00 midnight. The bi-weekly pay schedule is made up of twenty-six (26) pay periods per year. Paychecks will be distributed by the Human Resources Department.

Paycheck Distribution Schedule

- No Team Member will be permitted to pick up another Team Member's paycheck unless previously authorized in writing.
- The parent or spouse of a Team Member may pick up a paycheck. The parent or spouse must present a signed Paycheck Release Form from the Team Member allowing them to do so.

Pay Corrections

If you feel there is a mistake on your paycheck, you will need to complete a PAYROLL CORRECTION FORM, to start the correction process. Forms are available from the Website, Manager and Human Resources. Please be sure to let us know as soon as possible if you have a problem. The Company will make every effort to correct this error within your next paycheck.

Overpayment

If a wage overpayment occurs, the overpayment will be regarded as an advance of future wages payable and will be deducted in whole or in part from the next available paycheck(s) until the overpaid amount has been fully repaid.

We ask that team members realize that pay errors are not intentional and that team members be understanding if such an event occurs.

Schedules & Time-Off Request

It is your responsibility to know your work schedule. Check with your Supervisor or Manager to determine exactly where your weekly schedule will be posted.

Time off request must be communicated to your Manager in a timely manner.

Unless other arrangements have been made with your Manager prior to being hired, all Team Members are expected to be available to work every day that the Company is open (including all Holidays and weekends).

If you discover you need time off after the schedule has been posted, you must find a qualified replacement to cover your shift. Only your Manager has the authority to change the schedule once it has been posted.

Break Periods

- Break periods may be between 5 and 10 minutes in length and can be taken in the break area.
- Lunch breaks will be 30 minutes in length and can be taken in break area or out of view of guests.
- Food can be purchased at a discount at Big Red's Barbecue.
- A refrigerator and microwaves are available at break areas.
- The time when break periods are scheduled varies among departments, depending on the needs.

Time Clock Stations

Check with your Director to determine exactly where you will be clocking in/out.

It is the Team Members responsibility to clock-in and clock-out as well as signing in and out on respective time sheets.

Team Members are not allowed to clock-in any time before their scheduled shift time, nor can a Team Member remain clocked-in past a scheduled time, unless approved by a Supervisor or Manager.

Any Team Member altering a time slip/sheet, punching in/out when not allowed, or punching in/out for someone else will be subject to disciplinary action, up to and including immediate termination.

If you believe to have incorrect information on your timesheet, communicate with your Department Director and submit a Timesheet Correction Form. The company will work with the Team Member to determine which hours have been worked. The company will pull schedules, sign in sheets, rosters, rotations, reservations and reports to find evidence of time worked.

TEAM MEMBER ENVIRONMENT POLICY 128-1

Communication

The Park will feature several forms of communication to our Team Members, including: Bulletin Boards, Newsletters, Email Blast, Check Attachments, Social Media, Team Member Self Service Portal, and many more.

Mobile Electronic Devices

BRTX, LLC has adopted this policy to govern the use of cellular phones in the workplace. This policy is intended to cover cellular telephones, two-way radios, smart watches, headphones and all other forms of portable communication devices. For the purposes of this policy, all communication devices shall be referred to as “cell phones.”

- Team Members are prohibited from using their personal phone while on the clock and their personal device cannot be with them at their station.
- Devices should be left in company provided lockers.
- Team Members cannot display personal devices in view of Guests
- Team Members are prohibited from using any personal electronic device in work areas that would be a distraction to the user and/or could create an unsafe work environment.
- Team Members cannot make/receive personal calls during work time and should use personal cell phones only during scheduled breaks/lunch periods in non-working areas.
- BRTX, LLC is not liable for the loss of personal cell phones brought into the workplace.

Use of Personal Electronic Devices While Operating a Vehicle/Machinery

BRTX, LLC strictly prohibits the use of personal electronic devices, while operating BRTX, LLC owned and operated vehicles/machinery.

The use of hands-free mobile phones should be kept to a minimum when driving.

To make or receive calls:

- Pull over and stop
- Allow a passenger to operate the phone
- Use voice mail and respond to the call at a safer time
- Let someone else drive, freeing you up to make or receive calls

Team Members are solely responsible for any fines and/or charges laid by the authorities for illegal use of a phone or PDA while operating a vehicle in the course of their employment. Team Members who choose to violate the policy will face disciplinary measures up to termination or face legal responsibility if in the course and scope of their duties they are involved in a car accident and there is evidence that they were using their cell phone while driving, and the employer is sued.

Team Member Parking

Team Members are required to park in the Team Member designated spots in the main parking lot.

If your car is parked in a NO PARKING zone, blocking another vehicle, or in an unauthorized parking area, you will receive a warning and your car could possibly be towed. The Company is not responsible for damaged cars, stolen property or vehicle towing.

Parking Lot Etiquette:

- It is important to remember that Team Members are expected to conduct themselves in a professional manner when walking through the Guest lot.
- Do not use inappropriate language or actions, as our Guests may see or hear it.
- Never drive through the lot at unsafe speeds.
- Pick-up any trash throughout the lot.
- Car radios should be played at courteous levels.
- Do not loiter or hangout in the lot.

Team Member Drop-Off/Pick-Up

Team Members who do not drive, may be dropped-off and picked-up at the entrance of the parking lot. Team Members are not allowed to be dropped-off or picked-up at the front gate.

Nametag

All Team Members will receive an ID-Card. This card serves several purposes:

- Required uniform item
- Required for entrance on an off-duty visit (visiting as a Guest)
- Required to pick-up a paycheck
- Required to receive in-park Team Member discount
- Required to pick-up a cash till (if your position requires)
- Replacement name tags if lost, stolen or destroyed will be replaced at a cost of \$5.00

Under no circumstances should team members provide their company issued ID to any other team member or guest. Team Members who are found sharing their ID will be subject to disciplinary action, up to, and including termination.

Smoking/Smokeless Tobacco/Vaping

The Company views the use of cigarettes, cigars, pipes, smokeless tobacco, vaping and other tobacco related methods as smoking.

The Team Member smoking area is located outside the Administration Office and behind the Smokehouse. Team Members may ONLY smoke in that area and nowhere else on premises. Guest smoking is only allowed in the designated area. Smoking may only occur during approved breaks or lunch breaks and may only occur while not clocked in. Team members are required to wash their hands after smoking and before returning to their shift. Team Members violating this policy will be subject to appropriate disciplinary action.

Team Member Personal Property

BRTX does not assume responsibility for the loss, theft or damage of personal belongings brought onto the premises by Team Members. BRTX, LLC provides the basic equipment and supplies needed to conduct daily operations and perform essential job duties. Team Members who bring personal equipment and supplies on premises accept the liability for their own items. Team Members are advised not to carry unnecessary amounts of cash or other valuables with them when they come to work. BRTX, LLC accepts no responsibility for loss of or damage to cars, motorcycles, scooters or bicycles (or their contents) brought onto the premises, whether they are left in car parks, cycles racks or otherwise.

Law Enforcement Authorities and Professional Process Servers on Premises

The HR Director and/or General Manager will be contacted when a process server or law enforcement Authority is on-site seeking a Team Member. Depending on the severity of the situation, the visitor will be asked to wait while a member of management retrieves the team member and brings them to the Administrative Building, or the visitor will be provided information to communication with Team Member outside of work hours.

TOTAL SAFETY POLICY 130-1

BRTX, LLC makes every effort to continually ensure the safety and health of our Team Members and Guests.

Maintaining a safe environment is not just an idea – it is a top priority and a shared responsibility. Working as a team, we will continue to keep Big Rivers Waterpark and Adventures one of the safest parks companies in the country.

Guest Safety

Our Guests are here to have a good time. Because of this, safety is usually the last thing on their minds. Please work twice as hard to be their eyes and ears and notify them of potential risk factors.

Here are a few quick guidelines that will assist in keeping our Guests safe:

- Always Practice Good Housekeeping – Pick-up trash, clean-up spills, and post the appropriate warning signs.
- Report Unsafe Conditions – Immediately notify management about any unsafe conditions, so appropriate corrective action can be taken. Stay at that location until your manager arrives.
- Ensure that Guests act in a safe manner – If you observe a Guest violate a safety policy or act in an unsafe manner, please ask them to stop and/or contact management immediately.
- Never leave your position other than for an emergency. If you aren't feeling well, need a quick restroom break, or have a family emergency, call your Supervisor or Manager for assistance first.

Injury or Illness

Our dedication to safety and our Team Members have helped us maintain our exceptional safety record. In the event of a Guest injury or illness that requires any treatment, please follow the procedures below:

If the Guest has a minor injury and can walk, direct, or whenever possible, escort the Guest to the Park's First Aid stations located within the Entry Building or along the Gator Bayou near Big Red's Barbecue.

If a Guest is unable to walk to the First Aid station, such as if they are bleeding, you must immediately report the situation. Whenever possible radio or call for an EMT. If you do not have a radio immediately find someone who has a radio to call.

DO NOT RENDER FIRST AID UNLESS YOU ARE TRAINED TO DO SO.

While you are waiting for the medical personnel to arrive in any situation, take charge of the scene. Keep crowds back and tell involved parties that help is on the way. Never touch blood or other fluids unless you are trained to do so.

Try to remember as many details as possible, so that you can answer any potential questions first aid staff may have.

Rule Enforcement

Occasionally you will have to enforce a safety rule. It is important that you handle these situations politely and firmly. Always assume that the Guest did not know about the rule and approach them with a polite, informative tone:

“Excuse me Sir but for the safety of our Guests we don’t allow...” “Walk Please.” Instead of saying *“Don’t Run”*.

Most Guests will gladly follow the rules; however, there are always the exceptions. If a Guest wants to argue about a rule, or is rude or dismissive to you, contact a member of the leadership team to further handle the issue. Be polite and inform the Guest you would be happy to contact a Supervisor for them.

“Sir, if you wait here a moment, I will call my Supervisor... He/She will be happy to talk with you about this.”

Make sure you can explain the rules clearly and know the reasons behind each rule. Do not enter into an argument or debate about the park rules.

Team Member Safety

Should you become injured, you must immediately notify your Manager even if it is a minor injury. If you are seriously injured, contact First Aid in the same manner you would for an injured Guest.

Proper Lifting

You can’t always avoid lifting heavy objects, but there are ways to reduce the amount of pressure placed on the back when you do so.

Follow these steps when lifting:

- 1) Take a balanced stance with your feet about a shoulder width apart. One foot can be behind the object and the other next to it.
- 2) Squat down to grip the object but keep your heels off the floor. Get as close to the object as possible.
- 3) Use your palms to get a grip on the object.
- 4) Lift gradually, using your legs, keeping the object as close to you as possible.
- 5) Once standing, change direction by pointing your feet in the direction you want to go and turning your whole body. Avoid twisting at your waist.

**RESTRICTED AREAS
POLICY 132-1**

In the interest of safety and security, certain portions of the park facilities are restricted to authorized personnel only. Such areas will be clearly marked. If you are not authorized, or you are unsure of your authorization, **DO NOT ENTER A RESTRICTED AREA**. Team Members who are found in restricted areas, and are not authorized to be in those areas, will be subject to disciplinary action, up to, and including termination.

WORKING OUTDOORS POLICY 133-1

Working outdoors can have potential hazards. Know the forecast for each day and plan accordingly.

Heat Exposure/Risk/Tips

It is important to understand the risk of heat related illnesses. BRTX, LLC would like for its Team Members to know how to recognize and address heat related illnesses. To keep internal body temperatures within safe limits, the body sheds excess heat through increased blood circulation and the release of fluid onto the skin by the sweat glands. Evaporation of sweat cools the skin, eliminating large quantities of heat from the body. Below are some heat-related health problems you need to be aware of.

Sunburn - We're all familiar with sunburn and know it can be mild and irritating or very debilitating. Remember to limit your exposure to the sun to very short periods of time and always use appropriate sunscreens. Also, don't forget to wear a hat or use sunscreen on warm and overcast days because you can burn then, too.

Heat stroke is the most serious heat-related health problem. It occurs when the body's temperature regulatory system fails, and sweating becomes inadequate. A heat stroke victim's skin is hot, usually dry, red or spotted. Body temperature is usually 105 degrees Fahrenheit or higher and the victim is mentally confused, delirious, perhaps in convulsions or unconscious. Unless the victim receives quick and appropriate treatment, death can occur. Any person with signs or symptoms of heat stroke may require immediate hospitalization.

Heat exhaustion is caused by the loss of large amounts of body fluid by sweating, sometimes with excessive loss of salt. A person suffering from heat exhaustion still sweats but experiences extreme weakness or fatigue, giddiness, nausea or headache. In more serious cases, the victim may vomit or lose consciousness. The skin is clammy and moist, the complexion is pale or flushed and the body temperature is normal or only slightly elevated.

Heat cramps are painful spasms of the muscles that occur among those who sweat profusely in heat, drink large quantities of water, but do not adequately replace the body's salt loss. Drinking large quantities of water tends to dilute the body's fluids, while the body continues to lose salt. Be sure to continue eating meals on a regular basis during hot weather. Keep your meals light and healthy.

Fainting may occur to a person not accustomed to hot environments and who stands erect and immobile in the heat. With enlarged blood vessels in the skin and in the lower part of the body due to the body's attempts to control internal temperature, blood may pool there rather than return to the heart to be pumped to the brain. Moving around prevents blood from pooling and prevents fainting.

If you experience any of the above symptoms, due to heat at any time, contact your shift leader or supervisor immediately.

If your symptoms are severe, you should contact your Supervisor who can dispatch First Aid to your location.

Acclimatization means temporary adaptation of the body to work in the heat that occurs gradually when a person is exposed to it. Acclimatization peaks in most people with four to 14 days of regular work for at least two hours per day in the heat. This means that in approximately two weeks or less, your body will become used to working in the heat.

Shaded Areas are available to all Team Members during meal and rest periods. A shaded area is an area with blockage of direct sunlight, which allows the body to cool. Shade is not sufficient to cool your body when heat in the area of shade defeats the purpose of shade. For example, if a shaded area is warmer (such as in a car) than another type of shaded area, please be sure to move to a cool, shaded area during breaks and meal periods.

Preventive Recovery Period

Team Members suffering from heat illness or who believe a preventative recovery period is needed, shall be provided access to an area with shade that is either open to the air or provided with ventilation or cooling for a period of no less than 5 minutes. If you feel you require a preventative recovery period, please contact your supervisor immediately.

Safety Rules

- Don't wear dark, tight-fitting clothes.
- Don't eat heavy meals before working in the heat.
- Cover as much of your body as possible.
- Keep drinking water close by during the entire workday.
- Avoid drinks with caffeine, including power drinks, and drink water instead.
- Know and react to symptoms of heat-related health problems.

Dress Code and Personal Protection Equipment

- The dress code is administered by each department to its own standards. There are a few basic safety regulations which apply to all departments.
- No jewelry is to be worn around moving or rotating machinery and/or electrical components.
- No loose clothing is to be worn around moving or rotating machinery.
- Wear appropriate footwear for personal safety.
- Wear appropriate eye protection for personal safety.
- Wear appropriate hearing protection for personal safety.

Equipment (Machines, Vehicles, Ladders, Etc.)

Safety devices must never be removed or neutralized.

Machine guards must be in place, except for maintenance purposes. The guards are to be replaced immediately after servicing or repair.

All repairs to equipment, rides or attractions will be made by properly trained and authorized personnel. No Team Member will attempt to repair or adjust equipment unless they are qualified and authorized to do so. Fueling of vehicles will be done outdoors only.

Ladders that are defective shall not be used and must be reported immediately to a supervisor.

No Team Member may ride on a vehicle unless a seat is provided. This also applies to wagons and trailers.

Housekeeping and Cleaning

If a spill occurs, it will be taken care of immediately, in accordance with all state and federal laws. Aisles, traffic ways and exits will be kept properly marked, clean and clear of obstructions. All work areas will be kept in a clean, workman-like condition and free of fire hazards. All fire hazards will be taken care of immediately.

Personal Conduct

- No horseplay.
- No interfering with a fellow team member doing a job.
- No unsafe work practices.

Mandatory Reporting

- Report all injuries or illness to a supervisor and/or First Aid.
- Report all unsafe practices to a supervisor and/or manager.

Accepted Standards

All rules, regulations, standards and codes accepted by our industry, set forth by our industry, regional or national agencies (ASTM, NFPA, OSHA etc.) will be applied and followed.

Drinking Water

During a day's work in the heat, a person may produce as much as 2 to 3 gallons of sweat. It is important that water intake during the workday be about equal to the amount of sweat produced. Don't depend on thirst to signal when and how much to drink. Instead, drink 5 to 7 ounces of fluids every 15 to 20 minutes to replenish the necessary fluids in the body. Avoid carbonated beverages, as they will only make you thirstier.

Sunscreen

Always use an appropriate sunscreen when working outdoors. Hats and sunglasses that meet BRTX, LLC's dress code are also recommended.

COMPANY VEHICLES POLICY 134-1

If you are authorized to operate a BRTX, LLC vehicle in the course of your assigned work, or if you operate your own vehicle in performing your job, you must adhere to the following rules:

- Team Members must be 18 or older to operate a vehicle.
- You must hold an appropriate and valid driver's license without restrictions.
- You are responsible for following all the manufacturer's recommended maintenance schedules to maintain valid warranties, and for following the manufacturer's recommended oil change schedule.
- BRTX, LLC provides insurance on their company vehicles, however, you will be considered completely responsible for any accidents, fines, moving or parking violations incurred.
- You must keep the vehicle clean at all times. You must also wash and vacuum the vehicle as often as necessary.
- Smoking is not permitted inside of company vehicles.
- Persons not authorized or employed by BRTX, LLC cannot operate a company vehicle.
- Prior to operation of any company vehicle, your supervisor will train you on the appropriate steps to take if you are involved in an accident.
- Operators of Company funded vehicles and their passengers must utilize safety restraints, such as seat belts, whenever the vehicle is in operation.
- The use of cell phones or other electronic devices while operating at Company funded vehicle is prohibited.

HAZARD COMMUNICATION

POLICY 135-1

This section of the Team Member handbook has been developed to provide each Team Member with important information about the use of chemicals in the workplace. Please read carefully. The safety of all Team Members and the safety of our guests are of utmost importance. For Team Members working directly with chemicals, special training and education will be provided by a supervisor.

What is the Hazard Communication Standard?

The Occupational Health and Safety Administration's (OSHA) Hazard Communication Standard was established by the Federal government on November 15, 1983. The purpose of this standard is to ensure that all chemicals are evaluated by the manufacturer for real and potential hazards and that the information concerning the hazards is communicated to all Team Members who might be exposed to any hazardous material in their workplace.

The standard requires that:

The employer maintains a comprehensive inventory of all hazardous materials in the workplace.

Safety Data Sheets (SDS) for all chemicals in the workplace are to be accessible to any Team Member who may come in contact with a particular chemical.

All containers must be labeled, or marked, with the identity of its chemical contents and appropriate information about the potential hazards of the product.

Team Members must be advised of the hazards of the chemicals used in their work location and be trained in the use of protective measures and equipment for handling chemicals.

SAFETY DATA SHEETS

POLICY 136 -1

An SDS sheet provides important information regarding health concerns and protective measures for chemicals used throughout the Park. SDS Information Centers are located in within each work area for every department. SDS information is contained inside 3 ring Binders. If you have any questions or suggestions, see your supervisor or manager.

Each SDS contains sixteen categories of information on the chemical. Although each SDS may look different, each will contain the same information, including but not limited to:

- Chemical Identification
- Hazardous Ingredients
- Physical Data
- Fire and Explosive Data
- Health Hazard Data
- Reactive Data
- Spill Leak Procedure
- Special Protection Information
- Special Precautions

SAFETY DATA POLICY 136-2

Chemicals in The Workplace

There are over 500,000 chemicals used in the workplace, and many more are introduced each year. Chemicals enhance our lives and are an essential part of our lifestyles. However, if used inappropriately and without proper precautions, they can be hazardous to our health.

Consider, for example, the chemical compound NaCl or sodium chloride - better known to most of us as ordinary table salt - when used properly this chemical compound enhances the flavor of food and has been used as a food preservative for many years. On the other hand, if used improperly, NaCl can be hazardous to our health - increasing problems with high blood pressure and heart failure.

Most chemicals do not present any danger if used properly. In other words, it is frequently not the chemical a Team Member is using, but how they use it that determines the hazard. If the Team Member understands how a chemical substance can affect their health and use it correctly and take appropriate precautions, they will be able to protect their health while using chemicals in the workplace.

Chemicals, How Do They Affect the Human Body?

There are three ways that chemicals can enter the human body:

1. Inhalation - the most common way that a chemical substance can enter the body is by inhaling or breathing a chemical that is mixed with the air. The lungs easily absorb these chemicals and from the lungs the chemical passes into the blood stream just as the air that we breathe does. To avoid inhaling hazardous substances, all Team Members should observe cautions to keep the work area well ventilated and use respiratory protection equipment if required.
2. Ingestion - another way that chemicals enter the body is through the mouth and digestive tract. Ingestion of a chemical substance is usually accidental. To prevent accidental ingestion, Team Members should be sure to wash their hands thoroughly after using chemicals, and especially before eating or smoking.
3. Absorption - the third way that chemicals enter the body is through the skin. The skin usually protects us from foreign substances, but some chemicals easily pass through the skin's protective barrier, or cause damage to the skin itself. To protect from accidental absorption of a chemical, use gloves and other protective clothing.

Types of Chemical Substances

Chemical substances come in several different forms and can have different effects on people. Some chemicals cause "acute" problems - problems that are felt immediately, such as breathing problems and rashes. Other chemicals cause "chronic" problems where the effects of exposure may not be evident for months or even years. An example of chronic effects is respiratory problems due to smoking.

Some forms of chemicals that a Team Member is likely to come in contact with are:

- Fumes, mists and dusts - all of these are carried in the air and are inhaled. These will therefore cause breathing problems and may also cause burning and stinging of the nose, throat and eyes. Adequate ventilation and proper protective equipment will limit the exposure to these.
- Solvents - these products are used in several work locations and are used to dissolve other substances. Common examples are degreasers and paint thinners. These products commonly affect the skin, causing drying and cracking. The fumes or vapors from these products may also cause breathing problems. Wear gloves and work in well-ventilated areas when using solvents.
- Acids and caustic substances - these products damage organic tissue and cause chemical burns to the skin. They will also burn the eyes if accidentally splashed into the face or if the Team Member touches their eyes while using them. Examples are drain cleaners and oven cleaners. For protection, Team Members should wear gloves and other protective clothing and goggles.

If a Team Member is required to use any of these substances, they will be instructed by a supervisor in proper handling techniques and use of protective equipment.

Tips for The Safe Use of Chemicals in The Workplace

- Team Members must wash their hands thoroughly after using chemicals.
- Keep all containers labeled. Never use unknown products. If it is not labeled, check with a supervisor concerning the proper procedure for disposal.
- When using chemicals, never mix them without specific instructions - improper mixing can cause the products to react and form new, more hazardous substances.
- Always use products as they are meant to be used. Follow instructions to each chemical carefully. Always read the label for instructions and consult the SDS for further information.
- If a spill occurs or a Team Member is improperly exposed to a chemical substance, contact a supervisor immediately and report exposure and/or health problems to First Aid.
- When storing chemicals, make sure lids are secure while keeping storage area neat and organized. Do not pile containers together haphazardly.

The purpose of the information in this section of the handbook is to advise Team Members of the "Hazard Communication Standard" and the use of chemicals in the workplace. The use of chemicals and protective equipment, if any, in a specific work location will be covered by a supervisor. A supervisor will also know the location of the Safety Data Sheets for chemicals used. If the Team Member needs further clarification of this information, please contact a department manager.

PERSONAL PROTECTIVE EQUIPMENT POLICY 137-1

If the label and/or SDS recommends the use of Personal Protective Equipment (PPE) for safe handling, contact a Supervisor or Manager to obtain the proper equipment. Below are a few examples of PPE:

- Gloves
- Goggles
- Hearing Protection
- Back Belts
- Aprons
- Respirators

REMEMBER:

- Always use Personal Protective Equipment and always wash after using chemicals or cleaners.
- Read and understand the label before using any chemicals or cleaners.
- Never eat, drink, or chew gum while using any chemicals.
- Know your physical limitations and never try to do more than you are capable of.

Blood Borne Pathogens

Blood borne pathogens are microorganisms present in blood that can cause blood borne diseases. The two most prevalent blood borne diseases in the United States are Hepatitis B Virus (HBV) and Acquired Immunodeficiency Syndrome (AIDS) / Human Immunodeficiency Virus (HIV). Both diseases can be deadly.

Team Members will occasionally experience “cuts and scrapes” that seem to accompany daily tasks. These situations have the potential to cause exposure to blood and other human bodily fluids that may be infected. The best way to prevent accidental exposure is to practice UNIVERSAL PRECAUTIONS. This means that Team Members should approach all human blood and other bodily fluids as though they are contaminated with blood borne pathogens.

Ways to Prevent Potential Infection:

- Use PPE when handling potential exposures (gloves / safety glasses).
- Use a dustpan or extended grabber to pick-up certain items – do not use your hands.
- Wash your hands thoroughly with soap / hot water immediately after handling the situation.
- Report any exposures immediately to First Aid so that treatment can be administered.
- Ensure proper disposal of all sharps and syringes.

FIRE EXTINGUISHERS

POLICY 138-1

All Team Members are required to know where the fire extinguishers are located in their work area. If you do not know, ask your Manager.

Any significant fire should be left for the professionals. If you ever encounter a fire that is out of control, call for help immediately. Do not endanger yourself.

When using a fire extinguisher, remember the word PASS.

PULL the pin (ring) from the fire extinguisher.

AIM the nozzle at the base of the fire.

SQUEEZE the handle.

SWEEP the nozzle from side to side.

EMERGENCY PREPAREDNESS & EVACUATIONS POLICY 139-1

Emergency situations such as an earthquake, tornado, flood, power failure, chemical spill or fire can occur at any time. It is important that each Team Member understands their role in an emergency situation and is ready to respond quickly and efficiently.

To ensure both our Guests and Team Member's safety during an emergency, BRTX, LLC has established an Emergency Action Plan (EAP). The EAP is a detailed plan that focuses on emergency preparedness. A copy of the plan is available for your review in your Manager's office.

The EAP covers a variety of situations including but not limited to:
Fire, Chemical Spills, Floods, Extreme Weather, and Terrorist Attacks.

Emergency Procedures

In the event of an accident, fire or other type of emergency, help is only a phone call away. The most important thing to remember in an emergency situation is to **REMAIN CALM** and use **COMMON SENSE**.

In Case of Power Failure

- Team Members should stay at their workstation. A supervisor will give the Team Member instructions.
- Wait for assistance and instruction before attempting to rescue people.
- Never attempt anything that will endanger a guest, or a fellow co-worker.

In Case of Fire

- Contact a supervisor as outlined in the park guidelines. Give the Team Members name, location and nature of the fire.
- Quickly clear the work area of people in a calm and orderly manner.
- Do not attempt to put out the fire if it cannot be done with 100% safety.
- If a Team Member uses a fire extinguisher, please notify a supervisor so that the fire extinguisher can be filled and returned to its proper location.

In Case of Serious Illness or Injury

- Contact a supervisor as outlined in the park's guidelines. Give the Team Members name, location and nature of injury/illness.
- If the injury/illness was caused by powered equipment, **TURN OFF THE EQUIPMENT IMMEDIATELY**.
- Remain calm. Do not attempt to move an injured person unless he/she is in danger of sustaining further injuries.
- Help keep onlookers away from the area.
- When help arrives, take instructions from the person in charge.

- Assist the injured guest in any way possible. Ask if they would like to go to the First Aid Station. Refrain from using leading questions such as "Are you hurt?" Instead ask, "How may I help you?" Do not make promises or leading statements to the guest.
- Do not under any circumstances discuss the incident with anyone except with a supervisor/manager or other designated company official.
- Never make comments, even in jest, regarding the incident.

In Case of Minor Illness/Injury

- Determine that the guest has not sustained a serious injury.
- Escort guest to FIRST AID. If the Team Member is unable to leave their workstation, find a fellow team member who can assist.
- If a guest refuses First Aid treatment, contact a supervisor and write down the guest's name, address, telephone number, and information about the injury or illness.
- Pass along this information to a supervisor/manager immediately.

Work-Related Injury or Illness

- Notify a supervisor/manager immediately.
- Proceed to First Aid.
- A Team Members illness/injury, as diagnosed by the EMT, may require further treatment. If this is the case, please follow the park's specific guidelines.
- A drug and/or alcohol test will be required to be submitted within 24 hours of injury, for all work-related injuries.
- If a Team Member receives off-site medical treatment and is released, return to the park and fill out the first report of injury with the person designated by the park guidelines.
- It is the TEAM MEMBERS RESPONSIBILITY to contact the appropriate person to complete the first report of injury within the time frame designated by the park guidelines.
- Refer to individual park guidelines for additional information.

Return to Work

If a Team Members injury or illness is such that they are unable to report for work, please contact department manager. A doctor's release may be required prior to a Team Member returning to work. Every effort will be made to return the Team Member back to work as quickly as possible.

Safety is Everyone's Responsibility

It is impossible to predict when an emergency situation may occur, but if a Team Member uses their common sense and acts according to the preceding guidelines, we are confident their performance will be exceptional.

REMEMBER, SAFETY IS EVERYONE'S RESPONSIBILITY.

Violations of safety rules will result in disciplinary action and possibly termination.

Tips for Personal Safety

There are a few personal safety tips a Team Member should keep in mind:

- Be familiar with their surroundings. Get to know the park and the best routes to and from the workplace. Do not take shortcuts through areas that are closed or not intended for foot traffic.
- Only go into areas that are authorized to enter for Team Members. This is especially true if an area is closed and not staffed. If a Team Member sees a guest in an area that is closed or off limits to park guests, they should politely ask them to leave the area. This also applies to park Team Members if they are not authorized to be in a certain work area. If a guest or Team Member will not comply with the request, promptly contact Security.
- Do not give out a Team Members full name or phone number to park guests. If a guest indicates that he or she needs this information to contact their supervisor, offer to contact a supervisor at that time for the guest.
- Security is only a phone call away when assistance or an escort is needed. If a Team Member has requested an escort, please do not leave the area before the escort arrives.

If a Team Member is planning to run errands after work, it is a good idea to inform someone at home. This way someone will know when the Team Member is to be expected home. This will help limit the amount of calls from worried parents/spouses/children wondering where a Team Member is, and they will not need to contact management.

While we operate the safest rides in the industry, they can be unforgiving if Team Members are not trained in their operation or if Team Members are in an unauthorized area while the rides are operating. Safety is our number one priority. Do not be in an area that is not authorized to be in.

Rules, Policies & Procedures

The Company has developed rules, policies and procedures for the safety, operations and maintenance of our park. All Team Members will be trained and must follow all policies and procedures for the safety of themselves, our guests and fellow Team Members. For further information, please contact your department head.

WORKERS COMPENSATION POLICY 140-1

All Team Members are entitled to Workers' Compensation benefits. This coverage is automatic, immediate and protects you from an on-the-job injury. An on-the-job injury is defined as an accidental injury suffered in the course of your work or an illness which is directly related to performing your assigned job duties. This job-injury insurance is paid for by BRTX, LLC. If you cannot work due to a job-related injury or illness, Workers' Compensation insurance pays your medical bills and provides a portion of your income until you can return to work.

All injuries or illness arising out of the scope of your employment must be reported to your supervisor immediately, no later than 24 hours. Prompt reporting is the key to receiving Workers' Compensation benefits. Ensure your right to Workers' Compensation benefits by reporting any injury in a timely manner. Team Members who incur an on-the-job injury will be required to submit to a drug screen as provided by the states Drug Free Workplace Program.

Before a team member returns to their workstation, after being absent due to a work-related injury, they must first bring their return to work authorization paperwork and be cleared through the Human Resources Department.

SECURITY POLICY 141-1

Security for our staff and guests is a top priority at BRTX. Security has the responsibility to ensure and provide a secure environment for all Team Members and park guests. Our Security is well trained to handle any security-related incident or situation.

At BRTX, Security is a "condition" and not just a program. Every Team Member is part of our Security Team and share in the responsibility to help ensure a safe and secure environment. Since security awareness is everybody's business and responsibility, please be sure to report immediately any suspicious or unusual activity in and around our parks to a supervisor or directly to the Security department.

Security and Non-Discrimination

BRTX maintains a policy of non-discrimination, the spirit of which is fully supported in the corporate security policy and by the security functions at all Company properties. Accordingly, no aspect of the security policy shall be implemented, and no park security functions shall be performed, in a manner that is discriminatorily based on race, color, religion, ancestry, national origin, age, disability, sex, marital status or sexual preference, veteran status or any other characteristic protected by law. In particular, the race or ethnicity of a guest or would-be guest does not play a role in decisions with respect to access, security screening, entry, or denial of entry or expulsion. Violation of this policy will result in disciplinary action, which may include termination of Team Member.

LOSS PREVENTION POLICY 142-1

With the goal to safeguard the assets of BRTX, Loss Prevention enforces established internal control policies and procedures designed to prevent loss of Company assets where possible, and to detect and recover against such loss should one occur.

Loss Prevention Is A Team Effort

Each Team Member is an integral part of the loss prevention effort. Our Team Members are the eyes and ears of management and are, therefore, an extension of the Loss Prevention program. BRTX maintains a strict "Zero Tolerance" policy regarding internal and external theft. Being a positive role model and leading by example will contribute to the Loss Prevention mission.

It is important that the Team Members understands the Company's policies and procedures aimed at preventing loss. The Loss Prevention department encourages confidential interaction with all members of the BRTX team and welcomes reports of suspicious behavior or apparent violations of Company policy.

Team Members are prohibited from stealing, abusing, loaning or in any form misappropriating Company property (including but not limited to tools, food, merchandise, supplies, time, money, tickets or any other asset, regardless of value).

Team Members are prohibited from giving or receiving unauthorized discounts of established pricing.

Team Members may not accept unapproved vendor purchase incentives other than product discounts that benefit the Company.

Programs

Loss Prevention works with other departments to prevent loss in the following ways:

- Conduct revenue and procedural audits for management, reviewing current systems, controls, and procedures used at the park resulting in recommendations to improve current systems.
- Provide training to park management and staff in the areas of theft prevention and detection, substance abuse, counterfeiting and shoplifting.
- Conduct pre-employment interviews, review background histories and verify information through contacts and public record searches. As a condition of employment, applicants may be required to participate and successfully pass a background check.
- Conduct investigations in cooperation with and at the request of the Human Resource department into matters of sexual harassment, workplace violence, and/or major policy violations.
- Investigate information provided through security reports that involve theft or drugs and lists workable leads and/or suspect information.
- Coordinate regularly scheduled Loss Prevention Committee meetings to address current park concerns.

- Work jointly with the accounting department in reviewing the daily operating and over/short reports, sharing audit results and similar information to prevent loss and to identify irregularities that may lead to theft.
- Loss Prevention has many methods of investigation at its disposal. These methods include:
 - Fixed and mobile surveillance
 - Undercover operatives (investigators acting as regular Team Members)
 - Financial audits
 - Visible and hidden video cameras
 - Procedural audits (investigators acting as park guests)
 - Interviews with Team Members and witnesses

Disposition

Loss Prevention investigates all situations where loss of Company assets may have occurred. After a comprehensive investigation is completed and all facts and details are gathered, Loss Prevention works to recover lost assets through recovery and voluntary restitution. In cases where the Company believes that federal, state, or local laws have been violated, Loss Prevention may refer the matter to law enforcement.

Team Members who steal, aid, or abet others to steal, or who fail to report dishonesty, provide false information during an investigation, or refuse to cooperate with an investigation will be subject to disciplinary action up to termination and possible prosecution.

Company Investigations and Rights

The Company reserves the right to conduct its own investigation and to take disciplinary action when it determines Company policy has been violated. Loss Prevention, with the assistance of Human Resources, will coordinate Company resources when investigations are deemed appropriate. BRTX reserves the right to change or modify practices with or without notice to Team Members.

Involvement of Law Enforcement Agencies

When the Company has reason to believe that federal, state or local law is being or has been violated, the Company may refer such activities to law enforcement agencies.

Specific Governed Classes of Team Members

BRTX's policy is not construed to limit or exempt Team Members from federal, state, local and administrative laws or regulations.

SEARCHES
POLICY 143-1

The Company reserves the right, at all times, and without prior notice, to inspect any and all Company property including intellectual property for the purpose of determining if any Company policy has been violated, subject to and in accordance with any applicable state law. Such inspections may be conducted during or after business hours and in the presence or the absence of the Team Member. Company property includes, but is not limited to, desks, storage areas, work areas, lockers, file cabinets, computers, company email, company phones and Company vehicles. In addition, all vehicles and other personal property of an Team Member, including, but not limited to, bags, boxes, purses, briefcases and lunch containers, brought onto Company premises or within Company Jurisdiction are subject to inspection at any time a Company representative has a reasonable suspicion that a Company policy has been violated and such an inspection is reasonably necessary in the investigation of such violation(s). Refusal to consent to a search or an inspection when requested constitutes insubordination, and the Company may take disciplinary action, up to and including immediate termination and has the right to involve law enforcement agencies.

COMMUNICATION POLICY 144-2

OPEN COMMUNICATIONS

We encourage you to discuss any issue you may have with a team member directly with that person. If a resolution is not reached, please arrange an “Open Communication” meeting with your supervisor to discuss any concern, problem, or issue that arises during the course of your employment. An Open Communication meeting allows you and your supervisor or manager to discuss any topic in an open, non-threatening environment. Please remember it is counterproductive to a harmonious workplace for you to create or repeat rumors or office gossip. It is more constructive for you to consult your supervisor with any questions.

You should initiate the Open Communication process by discussing the issue about which you have a concern with your supervisor. Your supervisor should make a reasonable effort to resolve the issue. If you do not wish to discuss the matter with your supervisor, or when the resolution provided by your supervisor is unsatisfactory, you may submit your complaint to the Human Resources Office.

It is BRTX, LLC policy to communicate directly with the Team Member. BRTX, LLC will not discuss Team Members status, performance, or other business topic with anyone other than the Team Member.

CONFIDENTIALITY POLICY 144-3

Team Members may be exposed to and presented with sensitive and confidential information that is and must always be kept confidential. Confidential information includes but is not limited to: pending projects, proposals, and/or developments; proprietary process; documents or information created or prepared by team members or agents; customer information; trade secrets; marketing strategies and/or promotional plans prior to general release; compensation data; computer programs and code; team member information and data; financial information; attendance, revenue and expense information, and labor relations strategies.

To ensure the protection of such information, and to preserve any confidentiality necessary to maintain a non- disruptive business operation, Team Members will adhere to the following:

Confidential Information to be disclosed can be described as but not limited to: Technical and business information that is proprietary; business practices; security, passwords, and access codes; existing and/or contemplated attractions and services not yet publicly announced; proprietary cost information; profits, margins, and budget information; finances and financial projections; Team Member personal and payroll information; customer information; purchasing and vendor information; marketing research and plans; and current or future business plans and models; regardless of whether such information is designated as “Confidential Information” at the time of its disclosure.

Team Members shall limit disclosure of confidential Information, at the discretion of the General Manager, directly to those who have a bona fide need to know basis. Team Members will not disclose confidential Information obtained from employment unless required to do so by law.

Team Members understand this policy imposes no obligation upon themselves with respect to any confidential information (a) that is or becomes a matter of public knowledge through no fault of their own; or (b) is disclosed with the authorization of BRTX, LLC.

Understanding and adherence of this policy is a condition of employment and any in discriminant disclosure of confidential information may be grounds for disciplinary action up to and including termination of employment. If any of the provisions of this policy are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the agreement as a whole.

Team Members understand, if there is a question of whether certain information is considered confidential, they should first check with their immediate Manager or Human Resources Director. The protection of confidential business information and trade secrets is vital in the activities of BRTX, LLC. Team members who improperly use or disclose confidential business information may be subject to disciplinary action, up to and including termination.

CASH HANDLING POLICY 145-1

Cash Handling/Cashier Position Agreement & Policy

BRTX, LLC has established the following policies and procedures for cash handling. As a BRTX, LLC Team Member, I understand and agree to abide by the following:

- I am responsible for the till fund I am assigned from BRTX, LLC.
- I am responsible for sales dollars made while I am selling items for BRTX, LLC.
- I am willing to submit to pocket checks, sock and shoe checks, clothing checks and any other reasonable personal searches as part of a loss prevention investigation.
- I will be held criminally and personally responsible for any type of fraud or theft of money or property belonging to BRTX, LLC.
- I will immediately drop into my secured cash drawer all denominations larger than twenty dollars.
- I will drop any excessive amounts of bills from the top of the cash drawer and place them under the black cash till.
- I will never allow anyone to operate on my till fund except Authorized Department Personnel.
- I will never accept personal checks.
- I will log off the POS every time I leave my station.
- I will have no more than \$20 of personal money while at work.
- I will store personal belongings in my locker, never in my work area.
- I am aware that coupons are only accepted in accordance with the instructions printed on the coupon.
- I will follow instructions given to me regarding cash handling and sales procedures.
- I will report any known theft or fraud to my manager, or I will be held equally accountable.
- I understand BRTX, LLC utilizes the following methods of investigation:
 - Covert and overt cameras
 - Shoppers
 - Undercover Team Members
 - Standard surveillance techniques
 - Information from Team Members
 - Marked money
 - Pocket searches
 - Auditors
 - Other investigative searches

Revenue Theft Policy

I understand that theft includes but is not limited to the taking of products or money, giving away products or money, unauthorized discounting, receiving products or money, unauthorized use of company property, credit card fraud, grazing, not reporting known or suspected theft by others, or trading products for a good or service.

I understand as a Team Member working for BRTX, LLC that I am responsible for all of the above information. I agree to comply with all points and understand that violation of the policies and procedures will be documented and may result in one or more of the following:

- Verbal or Written Warning
- Suspension without pay
- Immediate termination
- Investigation by BRTX, LLC Loss Prevention Department
- Civil Charges and/or Criminal Prosecution

Cashier Over/Short Policy

If a cashier has an occurrence that results in an over/short of \$75.00 or more, and there is no immediate resolution, the cashier may be placed on a three-day unpaid suspension, so that a full investigation can be conducted. After the investigation has concluded, an employment decision will be communicated to the cashier, which may include immediate termination.

All Cashiers over/short of \$5 or more will result in disciplinary action being taken.

1st & 2nd offense the cashier is to be given a written warning and:

- questioned if they knew of the reason for the overage/shortage, if they do and the explanation is valid the warning is removed and sales are corrected in Money Bags and,
- asked if they have any questions about the register or would like additional training

3rd offense the Team Member is given a written warning and will be retrained on register and cash handling procedures.

4th and (FINAL) warning the Team Member is given a written warning and offered:

- Option 1 – cashier may continue to handle cash but if there is another write up issued the cashier will be terminated.
- Option 2 – cashier may opt to be removed as a cashier and become a Front Gate Attendant or move to another noncash department.

5th occurrence the cashier is to be terminated without the option to be moved to another position.

Training and Certification

Each cash handling Team Member is required to go through cashier training prior to checking out their first till bag. During training a cashier must learn the following:

- How to enter a sale and void an item
- How to void an entire order
- What to do in the case of a refund
- How to use the credit card machine
- Make sure all credit card slips are signed and filed
- Verify credit card signature and/or ask for ID
- How to detect a counterfeit
- How to check out a till bag, what to do with the till/bag during break
- How to order change/request a pickup
- What to bring back to cash control with their till and or bag

If a cashier does not feel they have received adequate training with regards to cash handling or point of sale (cash register) procedures, they should immediately contact their department manager to discuss the situation.

ELECTRONIC INFORMATION POLICY 146-1

Social Media & Social Networking

“Social networking” for purposes of this policy, means posting information on one’s own, a company’s, another individual’s, or public site, including but not limited to YouTube, Twitter, Facebook, Instagram, Snapchat, Tumblr, Marco Polo, Myspace, LinkedIn, personal websites, personal or community blogs, or public chat rooms. Team Members who engage in social networking should be mindful that their postings, even if done off premises and while off-duty, could have an adverse effect on BRTX, LLC’s interests. Social networking guidelines:

- Do not engage in social networking using any of the Park’s electronic resources.
- Social networking is subject to all the policies in this Policy guide, including but not limited to Harassment, Unlawful behaviors, Confidentiality, and Employer Property.
- Do not engage in social networking about our Guests, regardless of whether you mention them by name or not.
- If you have mentioned your employment, make it clear that the views expressed are yours alone and do not reflect the views of BRTX, LLC.
- Do not use the Park’s logo, proprietary graphics or photographs of BRTX, LLC premises or products in a degrading manner.
- Team Members should avoid posting on any social networking post that may be detrimental to the park’s efforts to operate profitably and maintain a positive business reputation within the communities we serve.

These guidelines will continually evolve as new technologies and social networking tools emerge. Please review this policy on a regular basis. Failure to comply with this policy may lead to discipline up to and including termination.

COMPUTERS POLICY 147-1

This Policy defines the guidelines under which all Users of the Company computer hardware, software, electronic information, and communication networks (collectively referred to as Information Systems) must work. The primary purpose of this policy is to ensure that our Information Systems are secure, reliable, and available for their intended business purpose.

Computer Use

Computers can greatly assist Team Members in the performance of their duties and are expected to be used in a professional manner for Company related purposes. Creating, storing or printing offensive material on a computer is prohibited and may result in immediate dismissal or other disciplinary measures. As used in this policy, the term offensive material has its ordinary meaning and includes, but is not limited to, pornography or other material of a sexual nature, racist or hate literature or materials, racial, sexual or other offensive jokes, cartoons, or comments, inappropriate discussion groups or chat rooms, or any other information or material which the Company deems to have violated Company policy.

Email and Internet

While email and the Internet have become increasingly important tools for conducting business, their improper use can result in liability to both Team Members and the Company. This policy establishes guidelines for the proper use of email and Internet use, regardless of the access method, including:

- Access on or from the Company's premises;
- Access using either personal or Company provided computer equipment (such as notebook computers, personal digital assistants (PDAs) and internet capable cell phone);
- Accessed using Company-paid access methods;
- Incoming communications directed to the Company's system;
- And/or access in a manner that identifies the Team Member with the Company, whether during normal working hours and whether on or off-site.
- The Company email and Internet systems are intended for the conduct of Company business.

Inappropriate Content

Some Internet sites and emails contain visual, written, and/or audio material, which is inappropriate for a business setting and/or constitutes offensive material. Team Members may not use Company computer equipment, internet connections or email accounts to receive, access, create or distribute such material, or any material that the Company deems inappropriate and/or contrary to its policies and procedures. This prohibition also applies to personal computer equipment under Company Jurisdiction or connected to Company networks/computer equipment and exchanging or transmitting data by any means, and to any computer used in the circumstances described earlier in this policy under the heading "Email and the Internet".

Copyright Infringement

Copying, downloading, or the distribution of any copyrighted material is explicitly prohibited. Team Members who knowingly violate copyright laws are in violation of this policy, and as such may be subject to immediate dismissal or other disciplinary measures.

Definition

For all purposes of this policy, “computer” refers to any device (i.e., computer, PDA (personal digital assistant), internet capable cell phone, etc.) that is capable of interfacing in any manner or by any means with the Company’s Information Systems.

Radios

At times during the summer you may be positioned where it is necessary for you to use a radio. The radio is your direct line to your Supervisor, Manager, or emergency contact. The careful use and care of this expensive piece of safety equipment is critical. If they are dropped or become wet, they will not work and are expensive to repair. The choice of words you use is critical as Guests are within an earshot of radio communications. Use the radio professionally and without profanity.

Telephones & Other Forms of Communication

Some of the locations in the park are equipped with telephones. All Park phones are to be used for business purposes only. For this reason, personal calls are not allowed to be made from or received in your work area. Please utilize your break period for making personal calls. If you do not own a cell phone, and need to make a call from the park, please get permission from your Manager before using a park phone.

MEDIA RELATIONS POLICY 148-1

Team Members may not provide any information to the media or engage in media interviews without the express consent of the park General Manager or Director of Marketing.

Media includes all external communication vendors: newspaper, radio, TV, online news sources, etc. If a member of the media approaches you, and they are not accompanied by a member of the Marketing Department or their designate, please respond in the following manner:

“I am not a Park spokesperson. However, I will be glad to direct you to someone who can help you further.”

Please contact your supervisor or manager immediately or assist media in locating the Duty Manager. Do not give your opinions, or offer information, or otherwise engage in an interview. Team Members are expected to be courteous and polite to the media personnel, but you must not respond to questions, other than those clearly answered in the park guide.

Team Members who speak with the media and are unauthorized to do so, or who share information or rumors, may experience disciplinary action, up to and including termination.

As a Team Member of the Company, you grant permission to film/videotape/photograph yourself on Park property for any purpose without payment or consideration thereof.

DISCIPLINARY ACTION POLICY 149-1

We believe it is important to make sure that all Team Members are treated fairly and that disciplinary actions are prompt, consistent, and impartial. The major purpose of a disciplinary action is to correct the problem, prevent it from happening again, and prepare the Team Member for satisfactory performance in the future.

Your employment is based on mutual consent, both you and BRTX, LLC have the right to terminate employment at will, with or without cause or advance notice. BRTX, LLC may use disciplinary actions at its discretion; disciplinary action may be any of the following five steps:

- Verbal Warning
- Written Warning
- Final Written Warning
- Suspension without Pay
- Termination of Employment

We will consider how severe the problem is and how often it has happened when deciding which step to take. There may be circumstances when one or more steps are bypassed. Some disciplinary issues may justify either a suspension or immediate termination of employment.

**POINT SYSTEM
POLICY 149-2**

Abiding by company policies, ensuring park safety, and securing company assets are important to maintaining high levels of productivity while achieving company and departmental goals. The primary function of this point based disciplinary system is to provide consistent and fair consequences across all departments throughout the park for all seasonal team members. A commission of any of the following acts will result in discipline points. The accumulation of 10 points during employment will be cause for immediate termination.

1 POINT INFRACTIONS
Tardiness (More than 5 minutes)
Excessive Missed Punches on Timesheet
Uniform Violation
Misuse of POS
2 POINT INFRACTIONS
Minor Company Policy Violation
Conflict w/Coworker Creating Disturbance
3 POINT INFRACTIONS
Absent (Communicated with Dept. Director)
Inappropriate Behavior (Non-Safety Related)

5 POINT INFRACTIONS	
No Call/No Show	
Cell Phone Usage (on the clock/view of guests)	
COLLECTING A COUNTERFEIT	
Collected Less Than \$20	2
Collected Between \$20 -\$50	3
Collected Above \$50	4
CASH DRAWER DISCREPANCY	
Less than \$5	2
Between \$5 - \$20	3
Above \$20	4

*After a Team Member has accumulated **5 points**, a conference with Department Director and HR will be held. The Team Member will be reminded of the termination risk at 10 points and work on a solution to prevent additional points.*

*After a Team Member has accumulated **7 points**, a conference with Department Director and HR will be held. The Team Member will be reminded of the termination risk at 10 points and certain perks/benefits will be detracted.*

Seasonal Team Members will receive opportunities to deduct points from their total amount by participating in the options below. Team Members with zero (0) points at the end of the season will receive additional opportunities to earn prizes. Team Members are unable to obtain a negative point status; management will not deduct more points than what’s been accumulated).

-2 POINT REDUCTIONS
Working a Non-Scheduled Shift When Requested by Management
Coming into Work When Called In By Management

SEPARATION OF EMPLOYMENT POLICY 150-1

If a Team Member must end their employment prior to the end of the season, BRTX, LLC requests that all Team Members follow these guidelines:

Two Weeks Notice

BRTX, LLC requires that Team Members provide at least two (2) weeks notice in the event they wish to resign prior to the end of the season. Team Member should complete a RESIGNATION NOTICE form. Team Members who do not provide a two (2) weeks notice will receive a NO-REHIRE status.

BRTX, LLC Property

Any park property issued to you, such as ID Cards, nametags, computer equipment, keys, uniforms paid for by the company, tools, or parking tags must be returned to the park at the time of your separation. You will be responsible for any lost or damaged items. The value of any property issued and not returned may be deducted from your paycheck, as permitted by state law, and you may be required to sign a wage deduction authorization form for this purpose.

DISCLAIMER

BRTX, LLC reserves the right to change or modify policies with or without notice to Team Members. This handbook supersedes all other handbooks in prior existence and adherence to the policies, practices and procedures contained within it are a condition of continued employment.

To the extent that any of the policies in this handbook might conflict with federal, state, or local law, the applicable law will govern.

Affected Team Members will be notified if contractual agreements alter or modify the application of this document to their employment.

RECEIPT OF TEAM MEMBER HANDBOOK & EMPLOYMENT-AT-WILL STATEMENT

I acknowledge that I have received a copy of the BRTX, LLC Team Member Handbook that outlines the policies of the Company. I further acknowledge and agree that I am responsible for all the information it contains, and I agree to abide by these policies and procedures during my employment. As a condition of my employment, I agree to comply with BRTX, LLC policies and procedures.

I became a Team Member of BRTX, LLC voluntarily and understand that there is no specific length to my employment with the company and that my employment is at will. I understand and acknowledge that "at will" means that I may terminate my employment at any time, with or without cause or advanced notice. I also understand that "at will" means BRTX, LLC may terminate my employment at any time, with or without a cause or advanced notice, if it does not violate federal or state laws.

I understand and acknowledge that this Policies and Procedures Handbook does not create a contract of employment or any other type of contract and that BRTX, LLC may, within discretion, make changes to the information, policies and benefits in the handbook. The only exception is that BRTX, LLC will not change or cancel its employment-at-will policy. I understand that BRTX, LLC may add new policies and procedures to the handbook as well as replace, change, or cancel existing policies.

I understand that as a condition of employment, I must read this Team Member Handbook and this Acknowledgement Form. By signing below, I certify that I have read the Team Member Handbook and agree to all terms and conditions, including but not limited to the policies, procedures, rules and regulations.